

City of Lawton

City Council MINUTES

Lawton City Hall
212 SW 9th Street
Lawton, Oklahoma
73501-3944

Tuesday, March 7, 2023

2:00 PM

**Lawton City Hall
Council Chambers/Auditorium**

Mayor Booker called the special meeting to order at 3:10 p.m. Notice of meeting and agenda were posted on the City Hall notice board as required by law. Invocation was given by Councilman Hampton, followed by the Pledge of Allegiance.

ROLL CALL

PRESENT:

Mary Ann Hankins, Ward One
Kelly Harris, Ward Two
Linda Chapman, Ward Three
George Gill, Ward Four
Allan Hampton, Ward Five
Sean Fortenbaugh, Ward Six
Onreka Johnson, Ward Seven
Randy Warren, Ward Eight

ABSENT:

None

ALSO PRESENT: Stan Booker, Mayor; Michael Cleghorn, City Manager; John Ratliff, City Attorney; Traci Hushbeck, City Clerk; Tammy Branstetter, Deputy City Clerk

BUSINESS ITEMS:

- 1.** Receive a presentation on benchmarking measures compiled by Hatch, Croke & Associates, P.C. and take action as deemed necessary. **23-128**

On November 8, 2022, City Council approved entering into an agreement with Hatch, Croke & Associates, P.C. for benchmarking services to include, but not limited to, employee counts by department, turnover, and crime stats, city income per capita, city expenses per capita budget and CIP.

Scott Hatch, Hatch, Croke & Associates, gave a presentation on benchmarking measures. A copy of the presentation may be obtained from the City Clerk's Office upon request. Hatch said the most difficult thing they encountered when compiling this report was coming up with the numbers to use for the ratios. He said originally, we were going to be using June 30, 2022 numbers, however a lot of the cities in

Lawton's peer group did not have their comprehensive annual financial report prepared and ready. Considering this, Hatch said they moved back to June 30, 2021 to compute the measures. The numbers used to compute the measures are based on the form 2643, which is a form that the state auditor requires municipalities in the state of Oklahoma to submit to the State Auditor's Office. These numbers are submitted by the auditors of the municipality and have been attested to.

Hatch noted that population for all the cities in the report was obtained from the US Census. He said US Census numbers for June 30, 2022 were not available – this is another reason why they went back to June 30, 2021.

On Schedule A, Hatch said you will find two populations listed for the City of Lawton – one includes Fort Sill, and the other excludes Fort Sill. Hatch said the exclusion of Fort Sill is the exclusion of permanent soldiers that are living on the base as well as their dependents, as well as permanent soldiers living in barracks.

Mayor Booker noted that the Redistricting Commission recently listed Lawton's population, excluding Fort Sill, as 77,000. He clarified that the figure the Commission used not only excluded Fort Sill, but it also excluded the prison population. This is why the figure used in today's report (82,670) isn't 77,000.

Hatch noted that he and his staff contacted each of the cities in Lawton's peer group. He said that while they were all polite and helpful, some of the requested information was not submitted in time to be included in today's report. Hatch said one of the objectives for future reports will be to start gathering data earlier.

Mayor Booker thanked Hatch and his staff for their work on this report. He said he intends to get all the Mayors of the six peer cities together on a Zoom call so he can share this spreadsheet with them. He asked Council Members to further study this report to help determine what needs to be further defined/refined. Mayor Booker said he believes benchmarking will become more and more important to us as we move towards the most efficient city in the state of Oklahoma, where we embrace excellence and efficiency.

No action was taken on this item.

2. Consider an ordinance pertaining to administration by (1) amending the title of Division 2-3-16 in Article 2-3, Chapter 2, Lawton City Code, 2015, so that said division will hereafter be titled "Council Budget and Efficiency Committee;" (2) Amending Section 2-3-16-400 of said division to reference the update to the committee's name, add as part of the committee's purpose

23-123

“improving and measuring efficiency within municipal divisions and departments,” stating that from July to December the committee shall focus solely on improving and measuring efficiency, with the City benchmark clerk to attend committee meetings during this period, changing the word “budgets” to “budget” in the last sentence of paragraph “E”; providing for severability and establishing an effective date.

Mayor Booker said it’s his understanding staff has changed the ordinance to delete the part referencing the time frame of July to December to avoid unnecessary control being placed on the Committee. He said the part about a benchmarking clerk has also been removed because it appears we’ll probably continue to use third party benchmarking.

John Ratliff, City Attorney, said the ordinance will also be changed to allow the Committee to look into other financial matters.

Mayor Booker said this will allow the Committee to look at things like the CIP.

MOTION by Fortenbaugh **SECOND** by Hampton, to adopt **Ordinance 23-11**, waive the reading of the ordinance, read the title only and establishing an effective date of thirty days after passage. **AYE:** Hankins, Harris, Chapman, Gill, Hampton, Fortenbaugh, Johnson, Warren. **NAY:** None. **MOTION CARRIED.**

(Title read by City Attorney)

Ordinance 23-11

AN ORDINANCE PERTAINING TO ADMINISTRATION BY (1) AMENDING THE TITLE OF DIVISION 2-3-16 IN ARTICLE 2-3, CHAPTER 2, LAWTON CITY CODE, 2015, SO THAT SAID DIVISION WILL HEREAFTER BE TITLED “COUNCIL BUDGET AND EFFICIENCY COMMITTEE;” (2) AMENDING SECTION 2-3-16-400 OF SAID DIVISION TO REFERENCE THE UPDATE TO THE COMMITTEE’S NAME, ADD AS PART OF THE COMMITTEE’S PURPOSE “IMPROVING AND MEASURING EFFICIENCY WITHIN MUNICIPAL DIVISIONS AND DEPARTMENTS,” ~~STATING THAT FROM JULY TO DECEMBER THE COMMITTEE SHALL FOCUS SOLELY ON IMPROVING AND MEASURING EFFICIENCY, WITH THE CITY BENCHMARK CLERK TO ATTEND COMMITTEE MEETINGS DURING THIS PERIOD,~~ CHANGING THE WORD “BUDGETS” TO “BUDGET” IN THE LAST SENTENCE OF PARAGRAPH “E”; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

3. Receive a presentation and discuss the city’s solid waste collection and litter abatement programs and direct staff as Council deems appropriate. **23-188**

Larry Wolcott (Public Works Director), Jonathan Jernigan (Neighborhood Services Supervisor) and Caitlin Gatlin (Communications & Marketing) presented Council with an update on the city’s solid waste collection and litter abatement programs. A copy of the presentation may be obtained from the City Clerk’s Office upon request.

Wolcott said some of the challenges encountered by staff that effect the performance of a bulky waste program include the following:

- Citizens putting out scattered, loose debris (not bulky waste), which turns into blowing litter
- Citizens setting out waste at the incorrect times, resulting in waste setting at the curb for extended periods of time
- Citizens setting out more than the allotted 4 cubic yards of waste
- Citizens setting out bulky waste in inappropriate locations, such as underneath powerlines or behind cars
- Illegal dumping/setting out items at vacant properties
- Fluctuations in setout volumes and fluctuations in personnel levels
- Equipment availability – Commercial, industrial and bulky waste
- Weather = High winds, windstorms, flooding and extreme heat

Wolcott noted that bagged yard waste (grass, leaves and tree limbs) is accepted as bulky waste, but bagged household waste *is not*.

For improvements to the program, Wolcott said staff would like to improve citizen education. He said staff has created a flyer that describes the program in simple terms with a map and specific collection dates. The flyer will be posted on the city's website, provided to City of Lawton utility customers and distributed to property management companies and real estate agents.

Wolcott said staff would like to revise the setout guidelines to collect flattened corrugated cardboard.

Wolcott said staff has provided a QR Code on their door hangers that, if scanned, will direct citizens to the bulky waste setout guide.

Wolcott said staff is proposing the city automatically charge citizens a fee for excess bulky waste when they collect bulky waste in excess of 4 cubic yards. Wolcott said a list of non-compliant addresses will be provided to Neighborhood Services for follow-up enforcement daily. This includes illegal dumping on vacant lots.

Wolcott said staff is proposing the city schedule collection of bulky waste from addresses that have non-compliant issues and charge a premium collection rate as established by the fee schedule. Wolcott noted that there are times the city has to make two trips to collect all the bulky waste left out at one property.

Wolcott said staff has drafted modifications to be made to the refuse ordinance to clarify that refuse

placed in the public right of way is abandoned and can be abated as necessary. He said this is the next item on the agenda.

Wolcott said staff will review and update the website on a monthly basis to maintain current information for the public.

To address issues with staffing and equipment availability, Wolcott said staff is proposing the city purchase an additional 11 rear load trucks that can be operated with a standard driver's license to address the lack of CDL drivers. They are also proposing the purchase of one small truck for each of the four zones. Wolcott said staff is proposing the city hire an additional four employees to drive these trucks and an additional four employees to load the trucks.

Wolcott said staff will be tracking the annual salaries of private haulers and trucking competitors so that adjustments can be made to City of Lawton salaries as needed to retain employees.

Wolcott said staff is proposing the commercial bulky waste rates be raised to ensure the fees are competitive. He noted that staff has serviced approximately 150 additional commercial accounts since April 2021, which has limited the use and availability of rear load trucks.

Wolcott said staff is proposing the city continue to fund the landfill annually to purchase aggregate to properly construct wet weather dumping areas. This budget is currently set at \$90,000.

Wolcott said staff is proposing the city hire additional litter abatement contractors to cover all areas of the City of Lawton at a set interval.

Wolcott said staff is proposing the bulky waste schedule be revised to initiate collection of each area on a Monday rather than a Wednesday. He said this is a viable change, but revising the schedule in this manner requires the additional 4 rear load trucks and additional eight employees.

Wolcott said staff is proposing the city provide the Solid Waste Division with an overtime budget of \$150,000 to ensure all bulky waste is collected within the specified timeframe.

Jonathan Jernigan, Neighborhood Services, discussed the guidelines and enforcement of the bulky waste program. He noted that if bulky waste is causing a health and safety issue, his staff can abate the property within 24 hours. If the waste is located within the fee area, which is the inside of the right of way from the back of the curb and 11.5 feet into the yard, the city can abate the property without providing a 10-day notice to the property owner. If the waste is located within the fineable area, which is

considered the area beyond the 11.5 foot right of way, the city must provide a 10-day notice of abatement letter to the property owner before the property can be abated by city staff.

Michael Cleghorn, City Manager, said he has worked with both the City Attorney's Office and the Neighborhood Services Division in drafting these changes. He said staff has researched how other municipalities handle their bulky waste program. Jernigan took language from Oklahoma City that states if a resident places bulky waste within the right of way area, the resident is basically transferring ownership of these items to the city. The city will then abate the property in the most efficient way possible and charge the resident for the bulky waste pickup.

John Ratliff, City Manager, noted that in homes where tenants are evicted, often times a citation is placed on the door, but no one is home to receive it. He said the mechanism the city can use to ensure collection for the abatement is to place a lien on the property in the amount of the abatement.

Jernigan said the Neighborhood Services Division would like to hire a new nuisance abatement contractor. Currently, the Division has three contractors.

Jernigan said that Lawton City Code 15-2-201 currently states that accumulation of trash and/or weeds is unlawful. The maximum fine for each separate offense shall not exceed one hundred dollars. For any subsequent offense occurring on the same property within a six-month period, the maximum fine for each separate offense shall not exceed two hundred fifty dollars. Jernigan said staff is proposing to raise the fines to let offenders know that this is not acceptable or permitted according to code. Staff is proposing the fine for the first offense be \$200, the fine for the second offense be \$300 and that the third and subsequent offenses be an amount not to exceed \$750.

Jernigan said that Lawton City Code 15-2-201 currently only states that the City of Lawton can charge the property owner with a lien on the property. However, staff is proposing a sentence be added to code allowing the City to charge utility bills for right of way abatements. By placing refuse at the curb or collection point, the customer relinquishes title and disclaims interest in said material, and the City will consider such property placed in the public right of way abandoned, and therefore will abate as it deems appropriate and necessary. The property owner will furthermore consent to the City collecting property placed in the public right of way and assessing any applicable fees for said collection service on the customer's next utility bill.

Cleghorn said that this was the standard operating procedure for the five municipalities he's worked with.

Ratliff asked if a door hanger will be placed on properties that are abated to notify the resident of the fees.

Jernigan said yes, the contractor will leave a door hanger notifying the property owner that the property has been abated. He said he is working with solid waste to get these door hangers made.

Mayor Booker asked if there is ever a time that bulky waste becomes a public health risk when it's located within the fineable area that typically requires a 10-day notice.

Ratliff said yes – this has happened before. The City Manager, in this situation, has the authority to determine if an emergency abatement is needed.

Mayor Booker asked if spillover bulk waste is also picked up.

Cleghorn said yes, but a fee would be charged for any spillover bulk waste that the city picks up.

Harris asked what would happen if the spillover bulk waste was located within the fineable area that requires a 10-day notice.

Cleghorn said he would defer to the City Attorney if needed, but this also requires staff to exercise some common sense when collecting bulk waste. If it's obviously way over the right of way line and well into the yard, staff would follow the procedures by providing the property owner with a 10-day notice.

Harris asked if we have enough contractors to fulfill all the nuisance abatement work orders.

Jernigan said they are looking to hire an additional nuisance abatement contractor.

Harris asked if the city could charge all fees to the city utility bill rather than placing liens on properties.

Ratliff said he would need to research this before answering that question.

Harris noted that the first offense would be \$200, but it would cost the city more than \$200 to pay the contractor to abate the property. He asked how the city plans to recoup the difference.

Jernigan said he does not have that answer right now, but he will research it and get back with the Council.

Cleghorn said he believes the city could charge the cost per the contractor, or a minimum of \$200.

Gill asked if nuisance abatement contractors are allowed to dump at the landfill for free.

Jernigan said no – he believes they must pay for it.

Mayor Booker asked if residents are allowed to set out mattresses as bulk waste.

Jernigan said yes.

Mayor Booker asked how long the liens would be good for. He noted that business liens can expire and roll off.

Ratliff said the liens would not roll off – they would stay on the property tax roll up until the point of a tax resale.

Mayor Booker asked how much the new trucks would cost and how long they would last.

Wolcott said each truck would cost roughly \$200,000, and they would last approximately seven years.

Mayor Booker said he's wondering if the city really wants to buy more trucks rather than contracting out the abatements. He asked if staff has evaluated this.

Wolcott said anytime staff has looked at contracting services, it has been expensive. He believes we could do it better in house.

Hampton asked if the door hangers will be hung at the point of violation.

Wolcott said anytime there is a noncompliance solid waste issue, a door hanger is hung on the door.

Hampton asked if the contractor will be the one to place the door hanger.

Wolcott said it will be either the contractor or city staff.

Jernigan said his code enforcement officers also place door hangers.

Caitlin Gatlin, Communications and Marketing, said she has been working on the city's bag and tie

campaign. She said staff has put together a thirty second bag and tie commercial that has been posted to the city's Facebook page and aired on KSWO. On March 22, Gaitlin said staff will release a bulky waste PSA. Gaitlin said this is a three-month long campaign. If solid waste is not bagged and tied, the citizen will be charged a \$23 fee. Gaitlin said a field supervisor will be going around doing inspections.

Gatlin said the Solid Waste Department did an excellent job putting together the informational flyer.

Cleghorn said he used to run the Solid Waste Division for other municipalities. Typically, a supervisor would pick a certain percentage of poly carts to inspect. He said the City of Lawton picks up approximately 9,000 poly carts a day - the probability of checking all 9,000 is unlikely. If the city inspects a certain percentage of the poly carts, it will at least give staff some sort of indication regarding compliance.

Mayor Booker said there have been issues with litter coming from commercial vendors. He asked what staff is doing to address this issue.

Cleghorn said solid waste is supposed to be bagged for commercial vendors as well. Unfortunately on a front load truck, if the waste has not been bagged, it will fly around everywhere. He said staff needs to concentrate their compliance efforts on commercial businesses that have dumpsters.

Mayor Booker said it's his understanding, then, that the business is the responsible party.

Cleghorn said yes. He said unfortunately, the city has a problem with people climbing into dumpsters and tearing through bagged waste.

Mayor Booker asked if there are locking options.

Cleghorn said yes – we have locking bars that can be installed on city dumpsters, but it only allows the lid to go up so far. The bar must be unlocked to lift the lid for larger items. He said the city could make it a requirement for commercial business owners to lock their dumpsters. For example, if there is a commercial business that is a repeat offender, the city could require them to secure their dumpster(s) to prevent people from getting into them. He noted that the city does not do collections for all the commercial businesses in Lawton.

Mayor Booker said there are two ordinances needed to implement this plan. He said this is a good plan – it defines a comprehensive plan, and he appreciates it.

No action was taken on this item.

4. Consider an ordinance pertaining to refuse collection, amending Sections 22-4-1-405 and 22-4-1-410, Division 22-4-1, Article 22-4, Chapter 22, Lawton City Code 2015, revising language to clarify refuse placed in the right-of-way is considered abandoned and may be abated and charged a premium rate to the customer as necessary, providing for severability and establishing an effective date. **23-192**

*Gill exited the meeting at 4:16 p.m.

Wolcott gave background information on this item. He said the customer will be charged on their next utility bill. The ordinance also has additional language in Section 22-4-1-410 E and F to provide for the assessment of premium bulky waste collection fees in the amount of \$133.35 per hour as currently established in the fee schedule when there is non-compliant waste set out by the customer.

MOTION by Harris **SECOND** by Chapman, to accept the staff proposal and adopt **Ordinance 23-13**, waive the reading of the ordinance, read the title only and establishing an effective date of thirty days after passage. **AYE:** Hankins, Harris, Chapman, Hampton, Fortenbaugh, Johnson, Warren. **NAY:** None. **MOTION CARRIED.**

(Title read by City Attorney)

Ordinance 23-13

AN ORDINANCE PERTAINING TO REFUSE COLLECTION, AMENDING SECTIONS 22-4-1-405 AND 22-4-1-410, DIVISION 22-4-1, ARTICLE 22-4, CHAPTER 22, LAWTON CITY CODE 2015, REVISING LANGUAGE TO CLARIFY REFUSE PLACED IN THE RIGHT-OF-WAY IS CONSIDERED ABANDONED AND MAY BE ABATED AND CHARGED A PREMIUM RATE TO THE CUSTOMER AS NECESSARY, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

5. Consider approving an ordinance, pertaining to Chapter 15, Section 15-2-201 and 15-2-206 of the Lawton City Code, by changing the amount of the fines associated with the accumulation of weeds and/or trash, allowing for the city to charge to utility accounts for abatements within the right-of-way providing for floor amendments, providing for severability, and establishing an effective date. **23-194**

Jernigan gave background information on this item. He said this ordinance will be raising the fines. The first offense will raise from \$100 to \$200, the second offense will raise from \$200 to \$300, and the third and subsequent offenses will raise to a maximum of \$750. The intent is to communicate with citizens that these offenses are not okay.

*Gill reentered the meeting at 4:20 p.m.

MOTION by Fortenbaugh **SECOND** by Chapman, to adopt **Ordinance 23-12**, waive the reading of the ordinance, read the title only and establishing an effective date of thirty days after passage. **AYE:** Hankins, Harris, Chapman, Hampton, Fortenbaugh, Johnson, Gill, Warren. **NAY:** None. **MOTION CARRIED.**

(Title read by City Attorney)

Ordinance 23-12

AN ORDINANCE, PERTAINING TO CHAPTER 15, SECTION 15-2-201 AND 15-2-206 OF THE LAWTON CITY CODE, BY CHANGING THE AMOUNT OF THE FINES ASSOCIATED WITH THE ACCUMULATION OF WEEDS AND/OR TRASH, ALLOWING FOR THE CITY TO CHARGE TO UTILITY ACCOUNTS FOR ABATEMENTS WITHIN THE RIGHT-OF-WAY PROVIDING FOR FLOOR AMENDMENTS, PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE.

6. Receive a briefing and discuss how potholes are managed, including but not limited to, reporting by citizens and staff, how they are repaired during various seasons and the expected life of the repair, and take action as deemed necessary. **23-207**

Cliff Haggenmiller, Superintendent for the Streets Division, briefed the Council on how potholes are managed. He said a pothole is either called in by a citizen, emailed to staff through the Streets Division website or it's turned in through the I-Help portal. He noted that the 72-hour rule is not a written rule, but rather staff's goal. He said their department does track response times. He said there are times staff has responded as quickly as 22 hours.

Haggenmiller said there are a lot of ground conditions that greatly affect the way the pothole gets repaired. Typically, they like to use a hot mix asphalt. He said they are unable to produce this material, and it cannot be stored. The product must be supplied by a vendor. The Streets Division currently has several local vendors that they work with. He noted that vendors do not produce this material when it's wet or ground temperatures are below 50 degrees. These are standard conditions set forth for this type of material.

Haggenmiller said staff has also used a cold mix asphalt. It's advertised as being water resistant. This material is slightly more costly than the hot mix asphalt. He said unfortunately this product does not perform as well as they'd like it to.

Haggenmiller said there are a lot of new products on the market, but they are very costly and will warrant a budget increase. Haggenmiller said they will start ordering this product, but staff will need to be selective on where they use it. The cheaper product will still be used primarily for cost reasons.

Haggenmiller said some of the roads in Lawton have lived well beyond their expected life and they are beginning to deteriorate. For example, Haggenmiller said staff routinely patches Gore Boulevard, west of 67th Street.

Mayor Booker asked if staff has looked into portable ways of adding black top and rejuvenator to the

roadway and repacking the surface. He said he's seen this demonstrated with Bobcat, and he believes this may fix the road permanently.

Haggenmiller said he has seen the units discussed by Mayor Booker - many vendors have offered this sort of service. However, he said it's important to remember that some of these roads are failing. He said there is a required thickness for a roadway and once you start stealing inches from the roadway it can create issues.

Mayor Booker asked if staff is saying this process weakens that area of the roadway.

Haggenmiller said it's possible.

Mayor Booker asked if the more expensive products would prevent the repaired potholes from washing out with rain.

Haggenmiller said in some areas. He said one of the issues on 36th Street is that water is coming up from the roadway. He said he would argue that there's no product that would be successful in this area with continual water coming up from the roadway.

Hampton thanked staff for their efficiency with the I-Help portal.

Harris asked if there are any synthetic products that could be used to repair potholes.

Haggenmiller said the product he mentioned is a synthetic product and it needs water to become activated.

Cleghorn said the 72-hour response time is a performance metric for the Streets Division.

Mayor Booker said he is very impressed with the response time on the I-Help portal. He asked staff if this is the method of notification they prefer.

Haggenmiller said staff would just like to encourage the citizens to contact them, regardless of which method of notification they choose.

No action was taken on this item.

MOTION by Gill **SECOND** by Warren, to enter executive session. **AYE:** Hankins, Harris, Chapman, Hampton, Fortenbaugh, Johnson, Gill, Warren. **NAY:** None. **MOTION CARRIED**

The Mayor and Council convened in executive session at 4:36 p.m. and reconvened in regular, open session at 7:06 p.m. Roll call reflected all Council members present.

EXECUTIVE SESSION ITEMS:

7. Pursuant to Title 25, § 307 (B)(4) Oklahoma Statutes, Council will consider **23-193**
convening in executive session to discuss the pending action against
Republic Paper Inc. on advice from the City Attorney that disclosure will
seriously impair council's ability process the pending proceeding in the

public's interest.

Ratliff read the title of item #7. No action was taken.

8. Pursuant to Section 307B.1, Title 25, Oklahoma Statutes, consider convening in executive session to review the employment of Michael Cleghorn as City Manager, and in open session take other action as necessary. **23-209**

Ratliff read the title of item #8.

MOTION by Warren **SECOND** by Fortenbaugh, pursuant to Michael Cleghorn's employment contract of 02/14/2023, City Council accepts the resignation of the City Manager effective 03/08/2023 per paragraph 3.2 B of said agreement. Further, Council directs that Cleghorn receive 6 months of severance at his current base salary per annum. **AYE:** Hankins, Hampton, Fortenbaugh, Johnson, Warren, Booker. **NAY:** Harris, Chapman, Gill. **MOTION CARRIED 6-3**

9. Pursuant to Section 307B.1, Title 25, Oklahoma Statutes, consider convening in executive session to review the employment of John Ratliff as City Attorney, and in open session take other action as necessary. **23-75**

Ratliff read the title of item #9.

MOTION by Warren **SECOND** by Fortenbaugh, to amend Ratliff's annual salary to \$161,750.00 in paragraph 3.01 of his employment contract dated 01/11/2023, amend the aforementioned agreement to state 160 hours of vacation in paragraph 3.0, amend the aforementioned agreement to state 6 months of severance pay in paragraph 2.02, and appoint Ratliff as interim City Manager effective 03/08/2023 until such time as permanent replacement can be duly appointed. **AYE:** Hankins, Hampton, Fortenbaugh, Johnson, Warren, Booker, Harris, Chapman, Gill. **NAY:** None. **MOTION CARRIED**

MOTION by Harris **SECOND** by Gill, to adjourn the March 7, 2023 meeting. **AYE:** Hankins, Harris, Chapman, Hampton, Fortenbaugh, Johnson, Gill, Warren. **NAY:** None. **MOTION CARRIED**

There being no further business, the meeting adjourned at 7:10 p.m.