

MINUTES REGULAR COUNCIL
REYNOLDSBURG CITY COUNCIL
January 26, 2004

President of Council William L. Hills called the meeting to order at 7:30 p.m.

Members of Council present: Eric Gilbert, Antoinette Newman, Lane J. Beougher, Ron Stake, Preston Stearns, Brett Baxter. Councilman Mel Clemens was absent.

The Invocation was given by Mr. Beougher. Mr. Hills led the Pledge of Allegiance.

Minutes of the special Council meeting held January 5, 2004 were approved without objection.
Minutes of the special Council meeting held January 10, 2004 were approved without objection.
Minutes of the regular Council meeting held January 12, 2004 were approved without objection.

Mr. Gilbert moved to amend the agenda by adding a Special Exception Use Permit for 7354 East Main Street, (retail, motorcycle assembly, storage, sales; applicant: Robert L. McPherson). The amended agenda was approved without objection. Mr. Hills said the item would become Item 13a.

Reports- -Chief Miller introduced Lieutenant Jim O'Neill, Lieutenant Mark Moser, Sergeant Larry Finkes, Sergeant Scott McKinley, and Sergeant Jeff Gregory. Chief Miller stated that they would like to make a presentation about personnel. She said that what they are asking for may be viewed as fairly aggressive. She said when they look at their in-house demands in terms of citizens demands or police service, they would ask Council to seriously consider this report. She said the other issue is that there are only so many tax dollars coming into the City and they realize that finances are always a serious consideration. She said they wanted to give Council what they thought was a clear picture of what's going on in the department, and in the city in terms for requests for police service.

Lieutenant Jim O'Neill showed a slide presentation regarding the staffing requirements that deal with some of the calls for service issues and some of the population issues that they are currently facing and have faced. He showed a slide that represented the population growth in the City of Reynoldsburg since 1970. He said these numbers came from MORPC. He showed a 5 year comparison for their calls for service. He said they are slowly increasing. He said over the past 2 years they have seen an increase of roughly 800 calls for service for the department each year. He showed a 5 year comparison for incident reports that are taken. He said there is a spike in 2000 and 2001. He showed a 5 year comparison for accident reports. He said there is a little bit of an increase in accidents but is fairly consistent in this regard. He showed a 5 year comparison of their officer activity. He said there is an increase of about 7,500 per year since 2001 in this regard. He said in 1985, they had 716 such runs and their average response time was 2.63 minutes. He said through 1996, they went to 2,733, but their average response time increased to 6.39 minutes. He said at 2001, they had 3,300 of these calls with 7.75 minutes average response time. He said last year they had an increase in their emergency runs up to 4,746 with an 8.8 minute average response time for all runs that required immediate police service for an active incident or an incident with some kind of injury

accident. Mr. Baxter asked if these are all police cars or detective runs, or just something with an officer on the street doing the calls? Lieutenant O'Neill said for the most part, all of their emergency runs are runs that require immediate response from their patrol units. He said their detectives normally wouldn't respond to one of these unless they were immediately in the area and it was the type of call that they could assist on. He said these are the lights and sirens type runs. Mr. Baxter asked if all of these are within the City of Reynoldsburg? Lieutenant O'Neill said these are calls for service that are within their police jurisdiction. He said they did include fire calls because they do respond to fires. He said with the significant increase, they have really impacted their ability to meet the request for these emergency runs. He said one of the byproducts of that is that it's impacted their actual officer safety issue. He said they have had to adjust their officers to a lot of calls only using one officer. He said it is certainly not an ideal situation. Lieutenant Moser stated that he has noticed a very disturbing trend that is going on. He said the 3 p.m. to 11 p.m. shift is so busy and there are so many calls coming in, that the officers and dispatchers have made a conscience decision to try to respond to these calls in a timely manner as quickly as possible. He said to do that, they are jeopardizing their safety. He said they changed their procedure to responding to 911 calls after they received a 911 call saying it was a mis-dial. He said an officer happened to be in the area and went to the address and it was an active domestic dispute. He explained why it takes almost 9 minutes for an officer to respond to an emergency call. He said last Monday night he worked with himself and 4 officers on the road. He said at 6:01 p.m. they got a 911 call and the dispatcher had no one to send on that call. He said everybody was tied up. He said at 6:06 they got another 911 call and they still had nobody to respond. He said they freed up two officers and they volunteered to go to these 911 calls by themselves. He would not let them do that. He said they arrived at one of the 911 call scenes at 6:38. He said it was an active domestic dispute. He said at this time, there was another 911 call. He said they just don't have the officers out there to respond. He said they have to prioritize. He said that jeopardizes the community and our officers. He said that was a typical night.

Lieutenant O'Neill stated that he is sure everyone has heard about Taylor Square. He said they have had an 81% increase in calls since 2001. He said over the last 10 days, Wal Mart has accounted for almost 7,900 people in their doors including the employees and shoppers. He said for a single felony arrest, they round up the person, transport them to the Fairfield County Sheriff's Department, drop them off at the jail, and come back. He said the next day they have to send an officer to meet with the prosecutor. He said by the time they get that done and come back, then the following week or so they have to go back down for a court appearance. He said a single felony arrest in that area costs them 10 to 12 extra hours. Mr. Baxter asked, on average, how many felony arrests are out of that area versus non-felony? Lieutenant O'Neill said about 7 a month. He said on top of that they probably deal with anywhere from 10 to 20 arrests out of that area on a given week. He said the majority are shop lifters. He said they had 76 juveniles last year and that requires the same type of additional work. He said for a juvenile, it's approximately 6 to 8 additional hours. He said at Taylor Square, for the first 6 months of 1999 they had 10 calls for service. He said since 1994 they have no unfunded increases in sworn personnel. He said everyone that they have added have been either due to a reduction in work force,

which they did in 1995, or they took their third Lieutenants spot and returned that to a patrol level. He said in 1996 through 2003, every increase was due to a federal grant. He said they have added a civilian, an accreditation manager in February 2001. He said this allowed them to release an officer or prior to that, a Sergeant, from handling the accreditation task and allowed them to re-assign that person back into the patrol force. He said they are currently using one of their senior patrol officers to handle the court liaison. He said this has enabled them to save \$18,500 a year in overtime payments that they would have saved had each one of the officers that had received a subpoena been required to respond. He said they are hoping to reduce this cost further by replacing the senior officer with a non-sworn personnel. He said they have created two civilian property room clerk positions. He said they do take the place of one full time detective that was handling this prior to 1995. He said in 1994 they had one Chief, three Lieutenants, eight Sergeants, and twenty-nine officers. He said in 1994 they decreased the Lieutenant spot by one and increased their patrol officer spot. He said since then they have remained constant in the area of the Chief, Lieutenant, and the Sergeants. He said they have maintained 11 positions in their upper and mid level management while they have increased the officers from 29 in 1994, up to 40 in 2003. He said they have 6 of their 8 Sergeants assigned to patrol. He said two work 1st shift, two work 2nd shift, and two work 3rd shift, with some of their days overlapping. He said they have recently begun having their second shift Sergeants stagger their start hours on the days that they do overlap. He said they have seen an increase in time off usage. He said it is a trend that has been fueled due to either military call-ups or use of family medical leave.

Chief Miller showed slides of hiring rates. She said when they were planning the new police building, there was a committee that was put together from Council members. Mr. Hills said it consisted of Finance and Safety, some from the Administration, and some from the Police. Chief Miller said there was a discussion about if they were going to plan for this new building, what do they plan on? She said at that point, there was a study that the FBI had done from the late 80's and early 90's that said that the national hiring trend at that point was 1.6 per thousand residential population. She said in some discussion, that Ad Hoc Building Committee decided to settle on a figure of 1.5 per thousand. She said informally, they would agree that out into the future, they would try and hire in the City of Reynoldsburg. She said that Building Committee took it back to Council as a whole, and it was accepted that that would be the figure that we would look at into the future. She said in 1999, FBI statistics for the mid west show that the established average hiring rates for cities with populations ranging from 25,000 to 50,000 was at 2.1 officers per thousand population. She said in July of this year, MORPC estimated the population of Reynoldsburg at 32,796. She said using this date, you can see they are very close to that 1.5 per thousand where we're currently at. She said we're at 1.55. She said in order to reach the regional average, they would have to hire an additional 17 officers to be at 2.1 per thousand. She said that she can remember saying in the committee, "we need to be careful and remember that if we altered use of land that brought in lots of people, it could impact us". She said they are glad to have Taylor Square, but you can't take empty scrub land

where we essentially had Bill's Sunoco and the Lenox Hotel and add 650 square feet of retail space. She said they added 6 liquor licenses, 2 hotels, and hundreds of apartments. She said if projecting out to 2008, Council allowed to be added three officers each year over the next five years, they are just slightly reaching somewhere just over 1.8 per thousand, average. She said they would like to propose for Council's consideration in 2004, adding three police officers. She said they would add one officer to the B Company which is essentially the afternoon shift hours, to match manpower calls for service. She said on a yearly bases, they are looking at manpower resource allocation issues where they are taking a look at the calls that are coming in for service and how many officers they have scheduled to work during these hours. She said they try to schedule them on the days that they are needed. She said they would propose creating a Fairfield County Community Resource Officer. She said that officer would be assigned to that area between Taylor Road, south of Farmsbury, north of the expressway on both sides of 256. She said they have seen tremendous pay backs in terms of the two school resource officers that they have assigned to the high school and the junior high school. She said if you took those officers out of those buildings tomorrow, they would continue to be down there with calls for service. She said they might be able to extend their officers but they would still be down there. She said they would propose having an officer down there on a regular basis. She said then they would add an officer to the C Company which is the midnight shift to "reestablishment among staffing". She said they always try to keep a minimum of four officers and one supervisor on duty. She said if an officer gets tied up in an arrest, that means that the burden of the work goes to three officers. She said if two officers are tied up in an arrest, then they've got two officers if they're at minimum staffing. She said Sergeant McKinley was on the road and took an alarm call by himself until their support services Sergeant who happened to be out on the road getting lunch, went to back up Sargent McKinley so he wasn't a lone officer responding on an alarm. She said on C Company, after 4 a.m. it's not unusual to have three officers and a supervisor. She said they would also like to propose additional civilian staffing positions. She said one of the things they have done very effectively is trying to keep civilianizing positions. She said on Thursdays when Mayor's court is being run, they have the bailiff, court security, and at least one officer tied up transporting and securing prisoners from county jails to Mayor's court. She said they would propose hiring people that are certified peace officers, but they are looking for perhaps retired law enforcement officers who would be willing to come in and work on a part-time basis. She said they would run Mayor's court on Thursday, and then the rest of the week, they would take over doing the court liaison program. She said their court liaison program has been successful using a senior sworn officer. She said that officer that they use right now is tied up on Thursdays in Mayor's court. She said those savings are from three days a week. She said if they are minimum staffing where there are only four officers, he doesn't do court liaison. She said they don't do court liaison on Friday's because that officer doesn't work on Friday. She said the savings that they have is only from three days a week. She said if they could maximize that to five, they think they could be even more effective. She said they currently have six full-time dispatchers and a part-time dispatchers position. She said since they have moved into the new building, the work load on the dispatchers has increased because they are responsible for more technology in the department. She said they control all of the jail cell movement and all of the ingress/egress from the jail cell area. She said if the dispatcher is handling

multiple 911 calls, other calls for information, trying to keep an ear out for a prisoner who is in the jail cell area, plus the officer who may be back there with the prisoner, it gets to be a lot of work. She said they are proposing to make that part-time dispatcher, full-time. She said she wanted to brief Council on the span of supervision. She said in a command structure, the suggested span of supervision range is anywhere from three to one, three people being supervised to one supervisor, to ten to one. She said Northwestern University School of Police Staff and Command, the traffic institute, say the ideal level is five to one. She said the Reynoldsburg Division of Police's current level of supervision range anywhere from five to one, to fourteen to one, depending on the day, the shift, and approved time off. She said the average for their agency is ten to one. She said in 2005, they would like to add two more police officers, one to patrol and one detective. She said they would like to add a Lieutenant's position. She said they would also like to add an eighth full-time dispatcher. She said the third Lieutenant's position, the Operation's Lieutenant, is currently over the dispatchers and patrol, and the Administrative Lieutenant is over investigations and everything else in the department. She said if they went to three Lieutenant's, the Operation's Lieutenant would be responsible for managing the patrol sections efforts, and that includes keeping the marked fleet up to snuff, their School Resource Officer, the Reserve Officer Program, SWAT, and their holding facility. She said the Investigations Lieutenant would be responsible for managing the investigation section including the unmarked fleet, the property room which has 15,000 pieces of inventory in their property room on any given day. She said they have an obligation to get rid of property after it's no longer of evidentiary value, or they have taken it in as found property. She said they are supposed to be getting rid of that within six months. She said that's a record keeping nightmare. She said they would manage the property room, the recruiting and background investigations, and the bailiff and court liaison positions. She said recruiting and background has become a major issue for most law enforcement agencies over the last several years. She said the third position would be the Administrative Lieutenant, and they would be responsible for managing the communications area, the clerical and records staff, DARE, accreditation, building maintenance, and uniforms and equipment. She said she was having a conversation with one of their most senior dispatchers, and there was a point in time, back in the late 80's and even into the early 90's, when they hired a law enforcement officer, one part of their field training program was to spend a week in the com center with the dispatchers. She said within one week they could pick up and pretty much learn the job and be able to do it. She said today, you would have an easier time finding a second surgeon for surgery than you would finding a dispatcher to come into their building and dispatch. She said it takes them twelve weeks just to get a dispatcher up and able to do the job. She said their equipment, and our city, and our codes, and what they expect of that dispatcher is so unique that it's not something that they can just go out and hire. She said when they have a shortage in the dispatcher's area, right now they are using senior police officers usually on overtime. She said in 2006 they propose adding three police officers to patrol. She said in 2007 they would like to add two police officers. One to patrol, one detective, and they would like to again have an increase in their patrol Sergeants. She said in 2008, they would ask to add two more patrol officers. She said over the five year period between 2004 and 2008, they are asking to add a Lieutenant which would mean that over a fourteen year period, in 1994 they had three Lieutenants. She said they gave up one of those Lieutenant positions to

increase the rank of police officer by two. She said all of their increases have been funneled into direct service delivery to citizens. She said over a fourteen year period there would be one increase at the rank of Lieutenant, one increase at the rank of Sergeant, and then they would increase the ranks of police officer by twelve, and increase their center staff by one position and eight hours. She said they would take the part-time dispatcher up to full-time if Council would agree to that. She said and then, the adding of two civilian staff in the court liaison in the Mayor's court area.

Mr. Baxter said he is very impressed with the display. He said it has enlightened him quite a bit. He said the staffing projection shows the officer's are going to be twelve. He asked, how many are actually going to be in patrol cars versus the numbers that are going to be in Administrative positions or set aside to Fairfield, or to security for Franklin? Chief Miller said over five years, between 2004 and 2008, they propose adding twelve officers. She said of those twelve, it would be a patrol officer in uniform driving a marked unit, they would try and dedicate them to the Taylor Square area. She said they would add two patrol officers that same year. She said you would have essentially three officers in uniform, but two of them would go into patrol answering runs in the four different districts of the city, the third officer, they would try and dedicate them to the Taylor Square/Fairfield County area. She said in addition, in 2004, they are asking for two civilian positions for the Mayor's court and their court liaison program. She said that would allow on a regular basis, when the court liaison officer who is a full-time person who should be working the road, is down at court about three days a week, he's spending somewhere between three to five hours at Franklin County Court, Monday thru Thursday. She said if you hired those civilians, you would take that court liaison officer, and he'd be back working patrol at least those three days. Mr. Baxter said he is looking to see how they are planning on improving their four to one ratio and trying to improve the safety of the officer so they don't have situations where they have an officer having to run to a call by him or her self. Chief Miller said that's just in 2004. Mr. Hills said of those twelve officers, it appears that in '04, three would go to the street, in '05 one, '06 three, '07 one, and '08 two, from the numbers that were given on their chart. Chief Miller said that is right. Mr. Hills said the two is the Lieutenant they are adding and a Sergeant. Lieutenant O'Neill said the community resource officer is actually a patrol officer. Mr. Hills said with limited area. Lieutenant O'Neill said very concentrated. He said they talked about the nine hours that they take to file a felony charge, basically a lot of these responsibilities would be grouped between two or three officers funneled into one officer. He said he is going to be a patrol officer for a majority of his time, but when there was issues that had to be handled down in Fairfield County, he's one person that could handle it on one trip. He said if there were three charges to be filed, instead of sending three officers down to make the transports, to meet with the prosecutors, to handle the court cases, it's one person making one trip for each of those. He said basically, it's reducing their travel time back and forth to Fairfield County every time they run into this. He said there's a degree of specialization that's going to increase his efficiency when they start dealing with, it's new for a lot of their guys because it's such a small section of our city. He said many of the officers haven't done a lot of enforcement action in Fairfield County because they used to have only about a 300 yard stretch of roadway. He said they are on

the learning curve and this should focus to one officer, make them more efficient. He said the majority of his time is going to be in patrol any way. He said it's even higher. He said out of the twelve, we're really talking about eleven. He said they would spend most of their time on patrol with one detective.

Mr. Stearns said he has noticed the increase in Taylor Square activity. He asked how that has been handled in the last few months? He asked if they are pulling from other areas to take care of that? Chief Miller said it is impacting their ability to respond to calls for service. She said they are answering the calls, it's just that it ties up officers. She said they are off the road. She said for every shoplifting arrest, you have an officer who is now off the road, on station processing a prisoner, writing a police report, getting fingerprints, doing all of that work, and then maybe conveying that prisoner to Lancaster. She said minimum of three hours. She said that's if everything's just really positive. She said they had a shoplifter and the woman had 42 aliases. She said she was a professional con woman. She said by the time they finally found out who she was, hours had gone by. She said they were into overtime with the officer that was processing her. She said in the meantime, say they started the shift with four officers and a supervisor, now they have three officers and a supervisor to answer more calls coming in. She said Lieutenant Moser was talking about just last Monday evening, in that short span of time between six and seven o'clock, the 911 hangup calls and the domestic violence calls were doubling up on one another. She said what he has found is that ten years ago, no officer went to an alarm run by themselves. She said they sent two. She said no officer went to a domestic violence run. She said they sent two officers. She said it is an officer safety issue. She said no officer went to a 911 hang up because the issue is that it's for so many in a domestic violence. She said all a spouse may be able to do is get their finger on the buttons, and the angry spouse, the assaultive spouse shows up and slams the phone down, rips the phone out of the wall, and all they have now is a 911 hang up. She said they have to respond. She said if they send one officer, what are they walking into? She said you hear the call came in that he had a gun with no bullets, when they get there the gun is loaded and they have one officer. She said there are certain safety issues that they should really be adhering to. She said at the same time, if it's you on the other end of the line and you're getting beaten by a drunken spouse, if they just stood there for 60 seconds and didn't say anything, multiply that by 8 minutes, see how long it seems, then be at the end of getting beaten. She said it becomes interminable. She said it's the same thing for police officers, the officer in trouble run. She said if you're in trouble, that's a long time. She said they scramble, but it's a long time.

Mr. Hills said he is sure this will be additionally discussed when the legislative request comes in. He said there is one pending now to be discussed, but it doesn't match with the numbers she has asked for tonight. Chief Miller said what they asked for for this year was just for police officers. Mr. Hills said the one that hasn't been discussed until the budget clears up some is for two. He said her presentation tonight is for three. He said he suspects that when it goes to committee, it will need to be clarified as to which one is the

accurate request. Chief Miller said three is the accurate request. Mr. Hills stated that they made a very good presentation and it is absolutely something that needs to be further discussed. Chief Miller said that if they have to put someone in a police academy, it's 440 hours, then that candidate comes out and it's an additional 10 weeks of field training minimum. She said we're looking at a good 6 months if they have to put someone in the academy. She said there are only two OSP academies running this year. She said one starts in March and the next one in August. She said if they don't hire until August, you are looking at 2005 for anybody hitting the street. She said they have a second issue that's arisen, that there is a federal program currently operating in the State of Ohio called the Ohio Police Corp. She said there are some advantages to looking at this. She said it is that those candidates have already had a background investigation conducted, which would cut their time considerably. She said they would still look at their background but they might be able to save a considerable savings. She said they are already being certified in the State of Ohio by this program and they are available in April. She said they could hit the ground going into our field training program. She said it would still take them at least 10 weeks. She said the real advantage of those candidates is that under the federal government guidelines, they have got to make a commitment to our community for 4 years or pay back all of their training dollars, which are significant. She said they are currently in a residential academy in the State of Indiana. She said when the director of the Ohio Police Corp first came to them, he was concerned. She said he has a small class. She said there are 8 candidates available. She said he was concerned that civil service rules being what they were, it would be difficult to get them hired or placed. She said there are a number of communities that are home rule communities like ours. She said they have talked to our Civil Service Commission and they are willing to allow us to consider these candidates without having to take the civil service exam. She said there is an advantage and a distinct financial advantage for the City of Reynoldsburg. She said these candidates are graduating in April, and last week there were three communities other than Reynoldsburg that interviewed for them. She said once conditional job offers are made, we could be behind the eight ball with those.

Mr. Hills said this is all brand new to Council. He said these statements have not been made before, either here or in Executive Session. Chief Miller said that is why she is making it now. Mr. Hills said he appreciates the update, and as the legislative request comes in, we'll need to address them. He said there certainly needs to be some changes. He said he does appreciate some facts we're hearing tonight that Council has not been made aware of. He said there will be some corrected legislation coming. He asked if we are fully employed in every position? He asked if we have any openings. Chief Miller said yes, we do. Mr. Hills asked how many openings we have now that we don't have an employee in? Chief Miller said they have a police officers position that they are trying to fill, and a Sargent who is in the process of getting a disability retirement. Mr. Hills said we're not fully allocated right now.

Mr. Beougher asked how this is going to impact the fleet? He asked, adding an average of three officers a year, we're looking at maybe one car a year? He said he knows it doesn't

relate directly. Chief Miller said, yes it does impact. She said the more officers you have, the more miles are being driven. She said she doesn't know that we're necessarily going to need to add one vehicle a year. She said we do need to strive to get back to a regular rotation of the fleet. She said we would need to add vehicles over the year. She said that means more maintenance, in-car computers and all the other equipment that attends it. Mr. Hills said the cost of the police department is not just the officers themselves. Chief Miller asked the Mayor if they are about 50% of the budget? Mr. Hills said it is closer to 70. Mayor McPherson said it is well over half. Mr. Hills thanked Chief Miller.

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT FOR "MOBILE REPORTING SYSTEM WITH SUPPORTING SOFTWARE" (COPS MORE '02 Grant) FOR THE REYNOLDSBURG POLICE DEPARTMENT- - Clerk read ordinance by title for the first reading. Item referred to Safety Committee.

ORDINANCE MAKING SUPPLEMENTAL APPROPRIATION FOR AEP TO MOVE TWO SWITCH CABINETS (Streetscape Phase I)- - Clerk read ordinance by title for the first reading. Item referred to Finance Committee.

ORDINANCE MAKING SUPPLEMENTAL APPROPRIATION FOR Evans, Mechwart, Hambleton & Tilton, Inc. TO PROVIDE INSPECTION SERVICES TO COMPLETE THE STREETScape PHASE I PROJECT- - Clerk read ordinance by title for the first reading. Item referred to Finance Committee.

ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: SECTION 160.03 "SALARY SCHEDULE" Subsections (a) and (b) of CHAPTER 160 EMPLOYEE COMPENSATION- - Clerk read ordinance by title for the first reading. Item referred to Finance Committee.

ORDINANCE APPROVING SPECIAL EXCEPTION USE PERMIT - 7354 East Main Street; proposed use of land/structure: retail, motorcycle assembly, storage, sales- - Clerk read ordinance by title for the first reading. Item referred to Service Committee.

ORDINANCE AUTHORIZING ENGINEERING SERVICES FOR THE MAIN and GRAHAM INTERSECTION IMPROVEMENTS **AND APPROPRIATING FUNDS THEREFORE**- - Clerk read ordinance by title for the second reading. Item referred to Safety Committee.

ORDINANCE ACCEPTING TWO UNRECORDED CONSERVATION EASEMENTS (NOCA Apartments Two Limited; NOCA, Ltd.)- - Clerk read ordinance by title for the third reading. Mr. Gilbert moved adoption. Mr. Beougher seconded. With the roll called, members voted: Mr. Gilbert "Yea"; Mrs. Newman "Yea"; Mr. Beougher "Yea"; Mr. Stake "Yea"; Mr. Stearns "Yea"; Mr. Baxter "Yea". Motion passed; Ordinance No. 2-04 adopted.

Meeting adjourned at 8:38 p.m.

William L. Hills, President of Council

Nancy C. Frazier, Clerk of Council

(Minutes prepared by Ass't. Clerk of Council Susie Smith)