

CITY COUNCIL WORKING SESSION

JULY 22, 2019  
203 Broadway Ave N

PRESENT:

Tom McCauley	Mayor	Elizabeth Barker	Treasurer
Michael Higbee	Council President	Karen Drown	Clerk
Pam McClain	Council Member	Regie Finney	Public Works Director
Kyle Hauser	Council Member	Kevin Hanners	Police Lieutenant
Sue Gabardi	Council Member	Concerned Citizens	

WORKING SESSION called to order at 6:00 PM.

CONFIRMATION OF QUORUM:

Karen Drown confirmed a quorum.

OLD BUSINESS:

- ... Minutes of July 8, 2019: Michael Higbee moved to approve the minutes; Kyle Hauser seconded the motion. There was no discussion and the motion passed.
- ... Bi-Monthly Claims for Payment: Michael Higbee moved to approve the monthly claims for payment; Kyle Hauser seconded the motion. There was no discussion and the motion passed.
- ... Clerk/Treasurer Report: Michael Higbee moved to approve the clerk/treasurer report; Pam McClain seconded the motion. There was no discussion and the motion passed.

NEW BUSINESS:

Consideration of Extension of Door to Door Application for The Bin Bath: Karen explained the Bin Bath had presented earlier this year for a door to door permit but it expired on April 30<sup>th</sup>. They were asking for an extension to that permit now that the weather is warmer and garbage cans are starting to stink.

Kyle moved to approve the extension of the door to door permit through December 31, 2019 for The Bin Bath. Michael seconded the motion. There was no discussion and the motion passed.

Final Review of the 2019-2020 Fiscal Budget: Elizabeth noted the Rate Committee would be meeting the next day to review utility rates and budgets. Elizabeth added that she would ask for a special meeting on Monday, July 29<sup>th</sup>, to consider their recommendations and have final review

of the utility budgets. Elizabeth also explained a change in the allocation of investment earnings and how it would affect the utilities and general funds.

There was further discussion about the Joint Fire Capital budget and how she would post the expense for the new fire truck when the time comes to pay for it. She also explained the budget worksheets are history of what has happened in the funds in prior years. She would like to see the revenue show in the capital fund and also the expense once paid. Because it is not budgeted this year it will create a note on the audited financial statements.

#### Administration:

Elizabeth reviewed the changes that had been made to this budget worksheet since the last meeting including the change to the investment earnings. Michael moved to set aside \$100,000 for future fire department equipment. Kyle seconded the motion. There was a discussion if this was not approved on the Joint Capital Fire Budget then what is to say the district is saving it. Elizabeth also noted that these funds are what Andrew used to set his 10-year plan schedule. Michael asked to have this topic on the agenda for the next joint meeting. There was no further discussion and the motion passed.

#### Planning and Zoning:

Elizabeth explained she had discussed this budget with Scott, Tom and Karen and the amount of work happening and ways to work through some of that. She had also moved 25% of Autumn Jones salary to this department so a true picture of the expenses could be tracked. To cover the shortage contingency from the administration and police budgets had been reduced.

#### Police:

Elizabeth updated the SIRCOMM line item based on updated information received, the fee amount is based on call volume. And the contingency had been reduced the \$3000.00 and moved to planning and zoning.

#### Parks & Recreation:

No changes had been made since the last meeting.

#### Community Service:

No changes had been made since the last meeting.

#### Streets:

Kyle moved to approve \$20,000.00 for the extra expenses on the Burly Ave. Project. Sue seconded the motion. There was no discussion and the motion passed.

Library:

Elizabeth explained the requirements that needed to be met for the library budget. Kyle moved to approve \$7143.00 for future purchase of building. Pam seconded the motion. Michael stated he felt the city needed to have a plan for the future before anything buildings are purchased. There was no further discussion and the motion passed.

Airport:

No changes had been made since Josh Kenyon presented in June.

General Fund Contingency:

No changes had been made since last presented.

Pam moved to approve the General Fund Contingency, Airport, Library, Streets, Community Service, Parks and Recreation, Police, Planning and Zoning and Administration budgets. Kyle seconded the motion. There was no further discussion and the motion passed.

Michael did ask about the amount that had been budgeted for legal fees in the General Fund Contingency budget. Mayor McCauley noted nothing has changed since prior discussions but and executive session will be added to the August 12<sup>th</sup> meeting to discuss with Andrew Wright.

COUNCIL CONCERNS –

MEETING ADJOURNED – Kyle Hauser moved that the meeting be adjourned; Pam McClain seconded the motion and all were in favor. The meeting was adjourned at 6:48 PM.

Minutes prepared by Karen Drown, City Clerk