

**MINUTES
BUDGET/FINANCE COMMITTEE
AUGUST 07, 2018 5:30 P.M.
CONFERENCE ROOM**

MEMBERS PRESENT: Emelie Eaton Richard Klose
 Scot Stokes

OTHERS PRESENT: Tom Nelson Bethany Langve
 Matthew Lurker

Chairwoman Emelie Eaton called the meeting of the Budget/Finance Committee to order at 5:30 p.m.

The next regular Budget/Finance meeting will be on August 21, 2018 at 5:30 p.m.

The **minutes** of the July 17, 2018 meeting were reviewed. Scot made a motion to approve the minutes, Richard seconded the motion, all in favor, motion passed.

Claims entered through 08/03/2018, which totaled \$413,306.30 were presented to the committee. Emelie reviewed both the Claims Detail Register and the Check Register to ensure accuracy. Emelie made a motion to approve the claims, Richard seconded the motion, all in favor, motion passed. Emelie will be reviewing the next claims detail register and check register for accuracy.

No **purchase requisitions** were presented to the committee for approval.

The **Comp/OT reports** for PPE 07/15/2018 and PPE 07/29/2018 were reviewed by the Committee. The Committee had no questions associated with the Comp/OT reports.

The **Payroll Registers** for PPE 07/15/2018 totaling \$186,144.28 and PPE 07/29/2018 totaling \$186,580.60 were reviewed by the Committee. Scot made a motion to recommend Council approval of the payroll register, seconded by Richard, all in favor, motion passed.

Clerk/Treasurer Comments:

Bethany stated that the Fiscal Year 2019 taxable valuation was in. The total mills increased 2% this year. The Final Budget document is being worked on currently and preparation for the Fiscal Year Ending 2018 audit is ongoing. The Fiscal Year Ending 2018 audit will begin September 10th.

Mayor's Comments:

The Mayor stated that when the insurance cap was put into place, via a union contract resolution, the cap covered Employee + Child 100%. As costs have risen for health insurance that cap no longer covers Employee + Child and now only covers the Employee 100%. He would like to raise the insurance cap for Employee + Child to match the Employee + Spouse, which is \$1,100 per month. He would also like to raise the Employee + Family contribution to \$1,376.13 per month. This will create a tiered structure that will help the employees with rising insurance costs. Bethany handed out calculations showing the different costs broken out monthly and annually. Everyone in attendance felt raising the insurance cap was a great idea and the Committee wanted to know how to move forward with it. The Mayor stated that he needed to talk with the City Attorney to find out the correct way to move this idea forward.

The Mayor stated that the City received one bid for the pavement projects and the CAO was going to make a recommendation to the Council to reject the bid. The contractor was not going to be able to do the projects during the time frame stated in the bid announcement. The City will put the projects out to re-bid in the spring. The Committee asked why the City waited so late in the calendar year to bid the project. The Mayor

stated that the engineering firm has been busy with the sewer rehab projects as they are the higher priority. Also, the engineering firm has been busy getting up to speed with the City needs, as they are new.

The Mayor also stated that negotiations with Union 303 are open and will begin this month.

Other:

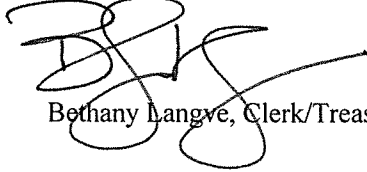
Bethany handed out the July 2018 accounts receivable balance from the Courts. The Committee asked what can be done to try to help reduce the amount of outstanding accounts receivable. The Mayor stated that the CAO is currently looking into a collection agency located in Montana. The CAO will bring an update to the next Budget Finance committee meeting.

For next agenda:

- Court Accounts Receivable Update - CAO

The meeting adjourned at 6:23 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'B. Langve', written over the printed name.

Bethany Langve, Clerk/Treasurer