

**MINUTES
BUDGET/FINANCE COMMITTEE
JUNE 05, 2018 5:30 P.M.
CONFERENCE ROOM**

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| MEMBERS PRESENT: | Emelie Eaton | Richard Klose |
| | Scot Stokes | Bruce McGee |
| OTHERS PRESENT: | Tom Nelson | Bethany Langve |

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 Tuesday June 19, 2018 at 5:30 p.m.

The **minutes** of the May 15, 2018 meeting were reviewed. Richard made a motion to approve the minutes, Bruce seconded the motion, all in favor, motion passed.

Claims entered through 06/01/2018 which totaled \$708,838.21 were presented to the committee. Richard reviewed both the Claims Detail Register and the Check Register to ensure accuracy. Bethany explained the electronic payment to WEX Bank for fuel charges. Richard made a motion to approve the claims, Emelie seconded the motion, all in favor, motion passed.

No **purchase requisitions** were presented.

The **Comp/OT report** for PPE 05/20/2018 was reviewed by the Committee. The Committee questioned why spraying the parks was overtime. Bethany stated she would ask and bring the answer to the next meeting.

The **Payroll Registers** for PPE 05/20/2018 totaling \$174,051.80 was reviewed by the Committee. Bruce 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 she has had no comments. A brief discussion regarding the SED Basin finances did occur. Bethany explained the loan and reserves.

Mayor's Comments:

The Mayor stated that new tablets for the Council had been purchased and one of them was presented. The Mayor stated that information regarding the MLCT annual conference would be distributed to Council for review. The Mayor stated that the CAO top candidate, Matthew Lurker, would be signing a contract with the City tomorrow and he would be presented to Council at the next workshop. There was a brief discussion regarding CAO pay scale and benefits. The Committee asked if the past CAO received any stipends. Bethany stated that she didn't believe so but would check and get back to the Committee at the next meeting. The Mayor stated that he was trying to gather the numbers associated with Clean-up Day and present them at the next Budget and Finance meeting.

Other:

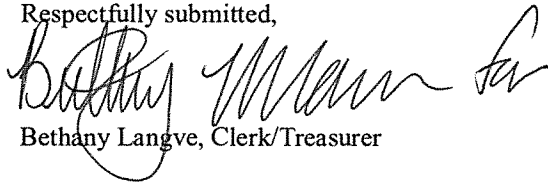
Bethany presented the hauling fee numbers as these were requested at the last meeting. The Committee asked what the monthly revenue was required to see a ROI. Bethany said she would get those numbers for the next meeting.

For next agenda:

- Clean-up Day numbers
- Dumping Station figures
- Spraying OT
- Stipends

The meeting adjourned at 6:26 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bethany Langve", written over the printed name.

Bethany Langve, Clerk/Treasurer