

**MINUTES
BUDGET & FINANCE COMMITTEE**

APRIL 8, 2016

Jean Soine called the meeting to order at 11:00 a.m. Other members present were Neil Herzberg, Elliot LaBeau, Belinda Ludwig, Finance Specialist.; and Renee Eckerly, City Administrator. Ron Mergen, Public Works Director was also in attendance.

Motion was made by LaBeau to approve the minutes from the August 4, 2015, June 2, 2015, April 7, 2015, February 9, 2016 and February 19, 2013 Budget & Finance Committee meetings. Seconded by Herzberg and unanimously carried.

COUNCIL WAGES

The Committee discussed the increase the staff received. The last increase was approved on June 11, 2012 for 2013.

Motion was made by Ludwig to approve a Council wage increase of 1.5% in 2017 and 2% in 2018 and recommend such to the City Council. Seconded by Eckerly and unanimously carried.

COUNCIL PER DIEM

The Committee discussed Council member per diem; increasing from \$45.00 per half day to \$50.00 and \$90.00 per full day to \$100.00. There is approximately eleven full meetings a year. Council members also get mileage, meals, and hotel accommodations paid for in addition to the per diem. The last increase was in 2006.

Motion was made by Herzberg to increase the per diem for Council members to \$100.00 for full days and \$50.00 for half days effective January 1, 2017 and recommend such to the City Council. Seconded by Soine and unanimously carried.

MEETING DATE CHANGE

The Committee discussed changing the meeting time for June 7, 2016; to meet earlier in the day or leave at 4:45 p.m.

COMPOST SITE

Mergen reported on the Compost Site. The Committee discussed the need for a card/gate system or to just leave it open with cameras in place. The camera system will retain as many days as the size of the hard drive.

It was discussed trying to keep the site open for the remainder of the 2016 season and put in a gated system in 2017 so that the costs would be spread over two budget cycles.

Mergen reported the grant application was sent into Stearns County for \$15,000.00. Mergen received a call from Troy Freihammer at the County and they have to put together a process for large amount requests. This new process and whether or not the City would receive the grant would not be in place until July of 2016.

The Committee reviewed what the current payment/permit process is. Residents are sharing the \$10.00 permits. Purchasing cards and putting \$10.00 on all water bills and issuing cards to all residents and have Township residents and anyone else purchase cards was suggested.

Discussion was held on how to handle commercial permits since now they get a key and pay \$200.00.

Mergen reported that his department will be putting up a fence so people have to follow a specific path and put the cameras along that route. A second gate would remain locked unless there is a power outage.

The Committee suggested completing Phase 1; get the electrical and cameras installed and wait for the grant decision to do Phase 2; gate and card system in August/September of 2017.

Paynesville Township can either pay 38% (same percentage they have been paying) toward the whole project or have the township residents purchase cards individually for \$15.00.

Options included; budget extra for the project, put a charge on the water bill for all City residents, and/or charge the Township.

Motion was made by Eckerly to take money to install a new compost system from reserves and waive the 2017 fees for City residents for computer card access and charge \$15.00 for all non-residents and \$250.00 for commercial entities and recommend such to the City Council. Seconded by Herzberg and unanimously carried.

Motion was made by Herzberg to set a duplicate card fee of \$5.00 each and recommend such to the City Council. Seconded by Ludwig and unanimously carried.

LIBRARY FURNITURE

The Committee discussed the proposed library furniture.

Motion was made by LaBeau to approve 2 Rhapsody Mobile Club Chairs at \$284.00 each from the Library fund and recommend such to the City Council. Seconded by Herzberg and unanimously carried.

HOLIDAY LIGHTS

Holiday lights were discussed.

Motion was made by Eckerly to transfer \$5,074.00 from the Lake Ave. Fund to make the amount \$12,700.00 and recommend such to the City Council. Seconded by LaBeau and unanimously carried.

NEXT MEETING

Motion was made by LaBeau to set the following meetings; April 25 – will be joint with Council for the 2015 audit, May 3 will be cancelled, and June 7, 2016 will be the next meeting. Seconded by Eckerly and unanimously carried.

There being no further business, the meeting was adjourned at 12:50 p.m.