

**MINUTES
BUDGET & FINANCE COMMITTEE**

MARCH 14, 2011

Jean Soine called the meeting to order at 5:30 p.m. Other members present were Renee Eckerly, Belinda Ludwig, and Kirk Johnson. Dennis Zimmerman was absent. Also present were Kent Kortlever, Chief of Police; Ron Mergen, Public Works Director; and Gretchen Vork, Library.

Motion was made by Johnson to approve the November 8, 2010 Special Joint Budget & Finance Committee and City Council Meeting minutes. Seconded by Eckerly and unanimously carried.

ELECTION OF OFFICERS

Motion was made by Johnson to elect Soine as Chairperson; Zimmerman as Vice Chairperson; and Eckerly as Secretary. Seconded by Ludwig and unanimously carried.

MEETING SCHEDULE

Motion was made by Soine to set the Budget & Finance Committee meetings for the Second Monday of each month at 5:30 p.m. Seconded by Johnson and unanimously carried.

INVESTMENT POLICY

It has been suggested to change paragraph #5 on page #4 to read as follows:

Instruments such as bonds, notes, bills, and other securities which are direct obligations of the Federal Government or its agencies with the principal guaranteed or issued by the United States Government or its agencies.

This change is because Fannie Mae, Freddie Mac, and Sallie Mae are guaranteed by the agency that issues them, not the Federal Government.

Motion was made by Eckerly to change paragraph 5 on page 4 to approve the change in the Investment Policy language and recommend such to the City Council. Seconded by Ludwig and unanimously carried.

LIBRARY – CARPET

Vork was in attendance and explained that the existing carpet does not have any padding. They do have mats that they stand on, but have three people who have had medical professionals tell them that their problems are caused by standing on concrete. An anti-fatigue padding and new carpet are being requested. Eckerly will get quotes for such. Vork stated that they would not put back the padding on top of the carpet. The original carpet was installed in 1997. Some persons are already wearing expensive shoes. Carts that are filled with books are also wearing the carpet.

TOWNSHIP POLICE CONTRACT

Kortlever reported on the Township Contract. This Contract uses the same formula as in the past. The 2011 cost is \$35,078.00. It is less money as there is fewer hours due to staff being cut and overtime being reduced. The Township would like 1080 hours of coverage. This has been presented to the Township and there were no issues. The Committee discussed the final expenses for 2010 as they won't be available until after the audit is complete. Staff will analyze and see what differences there are.

LARGE EXPENSES

Department Head Large Expenses:

Police Department:

- 2 – office computers – want to do one this year and one next year.
- 1- lap top (2011) – touch screen out and works slow in the squad. Minco quote for SF52 \$2,400.00 (now being discontinued)
- 1 – squad car (2011) – 2006 Crown Vic has 101,000 miles and some transmission slippage. Kortlever wants to place the order in December and January (Taurus, Impala or Charger).
- M16 Rifle (2011) – estimated at \$900.00.

Motion was made by Johnson to approve the purchase of M16 Rifle for the approximate amount of \$1,000.00; including sales tax and recommend such to the City Council. Seconded by Soine and unanimously carried.

When Kortlever gets actual numbers he will come back with cost and revenue breakdowns. Forfeiture money and administrative fines can be used for the computers and M16.

Public Works Department:

Item	Funds To Come From
• New Vehicle	Water, Sewer, Street CIP
• Crack Seal	General Street – budgeted for - \$2,500.00
• Seal Coat	General Street – budgeted for - \$80,000.00
• Rip Rap	Sewer CIP - \$50,000.00
• Downtown Restrooms Roof	Park CIP - \$4,000.00 - \$5,000.00 flat roof is leaking, flat roof repair.
• Street Patching	General Street - \$5,000.00
• Veterans Park – Parking Lot (engineering only)	Park CIP – Engineer costs are \$3,800.00 this year and want to find a grant for the rest.
• Rehab Well No. 6	Water - \$15,000.00 - \$20,000.00

The above Public Works Department projects are all for the year 2011. The restroom roof is a flat roof and is leaking. The new vehicle is to replace the 1974 Chevy. This vehicle is being repaired frequently. The Public Works Committee is also reviewing this. This truck could be purchased as a collectible. Mergen's 2012 large expenses have not been determined yet.

TRAIL GUARDS

The Trail Guards were cut and not included in the 2011 budget. They will be reconsidered for the 2012 budget.

DEPARTMENT OF PUBLIC SAFETY LEASE

The Committee requested staff to research what other locations are getting for rent for hosting the motor vehicle testing service.

PERA

The Committee reviewed the current legislation regarding PERA.

LGA

The Committee reviewed the current legislation regarding LGA.

There being no further business the meeting was adjourned at 6:40 p.m.