

Finance Committee Meeting October 10, 2012

The **Finance Committee** met October 10, 2012, at 12:00 p.m. in the City Hall Conference Room. Present were Chairperson Mark Ahner and Committee Members Bill Melnik, Jerry Partridge and Roxanna Brush. Also present were Councilperson John Uden, Councilperson Sue Galbraith, Mayor Chris Grenz, Public Utilities Director Al Kelm, Grant Administrator Dawn Colton, City Planner Dianna Broadie, Police Captain Mark Reddick and Recorder City Clerk Becky Stanton.

Bid review for Riverside Park Restroom Project:

Chairperson Ahner requested Grant Administrator to explain the CTEP Project Budget Estimates for Phase I. The City's contribution amount is \$55,949. Dowl HKM has increased their costs due to the extra work involved with all the changes, but CTEP will cover that increase. The Rotary Club donation is \$100,000 and not \$105,000, which increased the City's contribution by \$5,000. There was discussion as to whether this cost should come out of the Parks Department budget or the General Fund Capital account. It was determined to charge the General Fund Capital account.

*** Chairperson Ahner moved to recommend to Council to approve the costs as outlined of \$55,949 and approve the contract with the Jackson Group, the lowest bidder for the Riverside Park Restroom Project, to proceed with the bid award. The motion was seconded by Committee Member Melnik, and on roll call vote, the motion carried unanimously, 4-0.*

Resolution No. 3550 – A Resolution Establishing Wages and Salaries for City Employees for Fiscal Year 2012-2013.

Chairperson Ahner explained that he had verified each of the salaries and that this Resolution is required by State Statute. He explained that the Legal Intern to the City Attorney was for Erica Griffith until she passed the Bar Exam, which she has done. She now becomes the Assistant City Attorney. The salaries for each position are listed in the Resolution. The Director of Public Works is listed at the Wage Analysis Study salary. The Program Administrator's wage is shown as the base wage. He was comparing them to the budgeted salary spreadsheets.

*** Committee Member Brush moved to recommend to the Council to approve the Resolution. The motion was seconded by Committee Member Melnik, and on roll call vote, the motion carried unanimously, 4-0.*

Resolution No. 3553 – Amendment of Final Budget to Purchase a Prisoner Transport Van

There was discussion where the funds should be taken from, the Police or the Capital Improvements Fund. It was decided to use the Capital Improvements Fund.

* * *Chairperson Brush moved to recommend to the Council to approve the Resolution. The motion was seconded by Committee Member Melnik, and on roll call vote, the motion carried unanimously, 4-0.*

Resolution No. 3556 – Request for Lease Assignment from Bullis – Graves to Big Sky Cremation Services LLC

City Planner Broadie explained that Big Sky Cremation Services LLC was actually Stevenson's and the use of the facility would remain the same, along with the terms of the lease.

Chairperson Ahner recommends reviewing this lease when it renews to standardize it to match other City leases. He questioned the lease amount, to which City Planner Broadie said it was slightly less. He suggested reviewing the lease amount at renewal, also.

* * *Chairperson Brush moved to recommend to the Council to approve the Resolution. The motion was seconded by Committee Member Melnik, and on roll call vote, the motion carried unanimously, 4-0.*

Review Printing Contract Prices

Chairperson Ahner said it was state statute to have a printing contract. Committee Member Partridge stated it was part of the City's Resolution to have a contract. City Clerk Stanton said that Chairperson Ahner had mentioned it in the last two years of budget meetings and she felt it was a good idea. This year after the budget meeting for the Finance Department, she contacted the Directors and asked for the items that are printed. She received bids from Star Printing and BOSS Office Supply, and Star Printing was the most reasonably priced.

* * *Chairperson Ahner moved to recommend to the Council and the City Clerk's office that a printing contract with Star Printing be prepared for the Council's approval. The motion was seconded by Committee Member Melnik, and on roll call vote, the motion carried unanimously, 4-0.*

Request of Citizens

Dorothy Armstrong, 1018 S. Stacy Avenue, questioned the 6" and the 4" sidewalk. Chairperson Ahner said that may be the depth of the sidewalks and not the width of them.

There being no further business, the meeting was adjourned at 12:40 p.m.

Respectfully Submitted:


Chairperson Mark Ahner


City Clerk Becky Stanton