

## **Finance Committee Meeting May 20, 2014**

The **Finance Committee** met Tuesday, May 20, 2014, at 6:00 p.m. in the City Hall Conference Room. Present were Committee members Sue Galbraith, Dwayne Andrews, John Hollowell and Sheena Martin.

Also present were Mayor C.A. Grenz, Public Works Director Scott Gray, Public Utilities Director Al Kelm, Police Chief Doug Colombik, Billie Burkhalter, HR/Payroll Officer and Recorder/City Clerk Lorrie Pearce.

### **Request of Citizens**

None

### **Request for adjustment of water/sewer bill**

Public Utilities Director Kelm explained that Tony Page's water line to his sprinkler system broke this winter. The vault and meter are approximately 7 ½ to 8 feet deep, which usually isn't a problem in the winter. Since it was a colder year, there was frost at least 6 feet deep, which caused the sprinkler line to freeze and crack. The crack caused water to fill the meter pit, overflowing onto the street and eventually onto the neighbor's driveway. Once the leak was found and reported to Mr. Page, he fixed it immediately. Director Kelm recommended adjusting the sewer back to the normal usage of the previous month, and split the water bill with Mr. Page. Director Kelm said that the only thing the City asks is to add insulation to the pit.

Homeowner Tony Page, 818 Silversage, agreed to splitting the water bill and installing insulation.

\* \* *Committee Member Andrews moved to recommend that the City Council approves adjusting the sewer back to normal usage and split the water bill with the homeowner. The motion was seconded by Committee Member Martin; the motion carried unanimously, 4-0.*

### **Review Curb & Gutter Bid Package for Triangle Park Area**

Director Gray explained the bid was to replace sidewalks, curbs, fillets and ADA corners. He said that this was the second time the bid was posted. The first time the City did not receive any offers and was told that the due date was too early, so he extended the second bid to be completed by Sept 15, 2014. He explained that the \$142,000 set aside for the project will be transferred to reserves, and the taxes generated will be credited to assessment. He explained that the first line in the bid, combined concrete, curb and gutter included the mobilization fees, bonds and miscellaneous overhead.

\* \* *Committee Member Hollowell moved to recommend that the City Council approve the awarding of the bid for curb and gutter replacement to Century for an amount of \$88,000. The motion was seconded by Chairperson Martin; after a short discussion, the motion carried unanimously, 4-0.*

## Review Maintenance Districts 204 & 205 Paving Bid Package

Director Gray explained the following line items:

- 1300 Tons includes a 2 inch overlay, milling and preparing the area, then paving Stower Street from Moorehead Street to Haynes Avenue, ending at the car wash. It also includes four blocks on Sudlow that tie into the Strevell water line project.
- 950 Tons includes an overlay on two blocks of North Merriam. Then it will be chipped in about two years.
- 500 Tons would be if City hauls the material, (which the City will do)
- 500 Tons would be for the purchase of hot mix.
- 140 Tons includes a 2 inch overlay which would include Moorehead to Haynes, and from Stower to Sudlow.

He added that the \$156,000 budgeted for these projects will be transferred to reserves, since the project won't be completed until September 30, 2014.

\* \* *Committee Member Hollowell moved to recommend that the City Council approve the awarding of the bids for paving Maintenance District 204 for an amount of \$210,000 and for paving Maintenance District 205 for an amount of \$114,000 to Century. The motion was seconded by Chairperson Martin; after a short discussion and on roll call vote, the motion passed unanimously, 4-0.*

## Review quotes for Garage Roof at City Hall

Director Gray explained the three quotes received:

- Wagoner Construction's bid was \$12,600, which included a 50 mill Dura-last product. The product would have one seam after installed, and is white, which would make the roof about 40-50 degrees cooler in the summer. The bid did not include the material for repairing the low area, which would be approximately \$200.
- Oddy Construction's bid was \$15,500, which included an EPDM material, and repairing the low area.
- ABT Electric and Construction bid was \$67,788, which included repairing the low area.

He added that the project was budgeted for \$20,000, and felt that both the Dura last and EPDM were good products. He recommended Wagoner Construction because they would have the project completed by this fiscal year end, and thought the white material used would be cost effective.

\* \* *Committee Member Hollowell moved to approve the awarding of the bid for replacing the garage roof at City Hall to Wagoner Construction. The motion was seconded by Committee Member Martin; on roll call vote the motion passed unanimously, 4-0.*

### Discussion and Recommendation on Purchasing New Police Cars

Police Chief Colombik explained that he didn't think he was asking for a lot, just safe vehicles for his staff to drive. He said the police department generated \$178,957.28 in court fines, \$7,530.00 in animal control court fines and had vacancy savings totaling \$37,981.00 in fiscal year 2012-2013. He felt with the money generated and given back to the general fund, that the City could afford at least one new equipped vehicle this year, and another next year.

He said two (2) 2014 Ford Explorer police models, which are pursuit rated for liability issues, would cost \$26,500 each, with an additional \$10,000 to equip them with radio, lights, etc. Mac's Frontierland quoted him the same price range for the same make and model that were two years older.

- \* \* *Committee Member Hollowell moved to recommend that the City Council approve replacing one police vehicle this fiscal year, and one every year for the next two years.. The motion was seconded by Chairperson Martin; after a long discussion, the motion carried unanimously, 4-0.*

### Discussion and Recommendation on Changing Payroll Policy

Human Resource/Payroll Officer said that the City of Miles City's payroll rules do not address much of anything on payroll deadlines, and she has begun to update some of the policies. She will be writing a policy to cover the payroll process and present it to the Human Resource Committee.

- \* \* *Committee Member Hollowell moved to recommend a change in payroll policy. The motion was seconded by Committee Member Martin; after a long discussion, the motion carried unanimously, 4-0.*

### Adjournment

There being no further business, *Committee Member Andrews moved to adjourn the meeting, seconded by Chairperson Hollowell.* The meeting was adjourned at 7:12 p.m.

Respectfully Submitted:

  
Chairperson Susanne Galbraith

  
City Clerk Lorrie Pearce