

## Finance Committee Meeting

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### September 22, 2016

The Finance Committee met Thursday, September 22, 2016 at 6:00 p.m. in the City Conference. Present were Committee Chairperson Susanne Galbraith and Committee Members Kathy Wilcox, and Dwayne Andrews.

Also present were Fire Chief Gary Warren and Recorder Lorrie Pearce

Committee Chairperson Galbraith called the meeting to order.

**1. Request of Citizens:**

None

**2. Discussion and Recommendation on fees for Fire Inspections**

Chairperson Galbraith explained that all businesses need a yearly fire inspection and the option A software would provide the Fire department the tools needed to keep track of the inspections at a onetime cost of \$1,944 every year after that it would cost the City approximately \$1,500. Most businesses would self- inspect, but the fire department would pull some businesses for a random inspection. The cost to the business would be \$25.00 for random inspection to smaller businesses and \$100.00 for businesses over 5,000 square feet.

Chief Warren said there were about 300 businesses in Miles City and the software would help the City receive ISO points. The inspections were never a priority in the past, but would like to improve the program.

Committee Member Wilcox said the department would need to inspect 100 businesses a year to pay for the software. Chief Warren said it would take about half an hour to inspect a business. Committee Member Wilcox thought the City should charge enough to cover the manpower for the inspection. Chief Warren said they did not want to overcharge and hurt the businesses. Chairperson Galbraith added that the \$25 would offset some of the Cities expense, but not hurt the businesses. Committee Member Wilcox said that she would agree with the \$25 if 100 inspections were completed a year. Committee Member Andrews said he would approve the software and \$25 per inspection, knowing that no other fireperson were called in to cover the shift and the software is self-inspection part A. Chief Warren said the company that the software is being purchased from, would complete the billing.

*\*\* Committee Member Wilcox moved to recommend to Council to approve the software purchase from the Fire Recovery USA for fire inspections which would require a City business equal to or greater than 5000 square feet to pay an fee of \$100 per random inspection,*

*follow ups would be \$100, no dollars for a self- inspection and for a City business that is less than 5000 square feet pay \$25 for random inspections and \$25 for every follow up, seconded by Committee Member Galbraith. On roll call vote the motion **passed** 3-0*

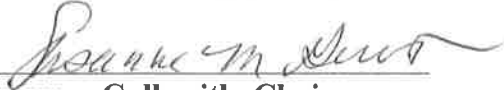
**3. Discussion and Recommendation on Purchase of Black Mountain Software for E-mail billing.**

*\*\* Committee Member Wilcox moved to recommend to Council to approve the purchase of Black Mountain Software for E-mail billing, after a long conversation on the software being a cost saving item and the City going green it was seconded by Committee Member Andrews. The motion **passed** 3-0*

**4. Adjournment**

*\*\* Committee Member Andrews moved to adjourn the meeting, seconded by Committee Member Galbraith and **passed** unanimously, 3-0.*

The meeting was adjourned at 6:31 p.m.

  
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Susanne Galbraith, Chairperson

  
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Lorrie Pearce Recorder/City Clerk