

Finance Committee Meeting

October 20, 2016

The Finance Committee met Thursday, October 20, 2016 at 6:00 p.m. in the City Conference. Present were Committee Chairperson Susanne Galbraith and Committee Members Kathy Wilcox, Rick Huber and Dwayne Andrews.

Also present were Fire Chief Gary Warren, Planner Dawn Colton, Firefighter Eddy Kanduch, Firefighter Matt Spiess and Recorder Lorrie Pearce.

Committee Chairperson Galbraith called the meeting to order.

1. Request of Citizens:

None

2. Discussion and Recommendation on Resolution #3992- A Resolution Establishing Fire Inspection Fees For City of Miles City, Montana

*** Committee Member Wilcox moved to recommend to Council to approve the Resolution, seconded by Committee Member Andrews.*

Committee Member Andrews asked if the inspections had to be completed every year by law. Chief Warren said no, but it is good practice and it helps with the ISO rating to the business and City. Committee Member Andrews thought every other year would be sufficient. He also thought Federal building should be added to 2B and the notice should be served as certified mail.

Chairperson Galbraith asked if all building will have an annual inspection.

Firefighter Spiess explained the self-inspections will be cycled in for three years to businesses that do not have fire alarms or sprinkler systems. For yearly inspections there is a lot of equipment in the building that needs yearly inspections. If the building has a large occupancy and has equipment that is hazardous to life, the fire department would like to catch it before something happens.

*** Committee Member Wilcox amended the motion to include in 2B- " Federal buildings" in the exceptions and change 2D to say " 1st notice deemed properly served by email or standard mail, 2nd notice deemed properly served by certified mail", seconded by Chairperson Galbraith. The amended motion passed 4-0*

*** The Original motion passed 4-0*

3. Discussion and Recommendation on Resolution # 3996- Bender Park Trailer Contract

*** Committee Member Wilcox moved to recommend to Council to approve the Resolution, seconded by Committee Member Huber.*

Planner Colton explained that any change would need to be added to the Assignment of lease agreement, not the actual lease.

Committee Member Huber said the trailer is not looking real good. It is old and had debris around it. He felt the City needed to contact the owner and have them clean up the area.

Committee Member Wilcox thought the rent should be raised to \$150 per month and the deposit held until the assignee vacates the property.

Clerk Pearce and Planner Colton said the City changes the vapor lights so it should be deleted from the contract.

*** Committee Member Wilcox amended her motion to include raising the lot rent to \$150 per month, a deposit of \$150 held until assignee vacated the property and delete D4-maintenance of the vapor lights, seconded by Committee Member Huber. The amended motion passed 4-0*

***The original motion passed 4-0*

4. Discussion and Recommendation on Resolution # 3994- Grant Writer for Fire Department

*** Committee Member Galbraith moved to recommend to Council to approve the Resolution, seconded by Committee Member Wilcox.*

Committee Member Andrews thought having three grant writers for the City was hard to explain to his ward. Chairperson Galbraith explained that the grant writer for the Fire Department is very experienced in writing FEMA grants and they are for a lot of money. AFG- \$350,000, SAFER- \$230,000. The AFG would be for equipment and the SAFER is for the ambulance. If the City was granted the SAFER money, then the ambulance cost would be covered and the City could get one as soon as the City received the grant. She explained that Intercap denied the City a loan with the combination of the Flood, Police vehicle and Ambulance, so the City needs to figure out different ways of getting the money for these projects.

Chief Warren explained the AFG grant would be for turn out gear and air packs, the SAFER is for the ambulance.

The committee decided to have Officer Muggli call AGWA Grant Consulting Service to see if the contract could be changed in section (1.5) from 3 days prior to the published deadline to 5 days prior to the published deadline

*** The motion passed 4-0*

5. Discussion and Recommendation on Resolution # 3997- Boss Printing Contract

*** Committee Member Wilcox moved to recommend to Council to approve the Resolution, it was seconded by Committee Member Andrews. The motion passed 4-0*

6. Discussion and Recommendation on Funding Ambulance Loan

It was decided by the Committee to wait until the Coal Board and FEMA grants have been awarded.

7. Discussion and Recommendation on Paying for Police Vehicle Out of Capital Improvement Fund

*** Committee Member Andrews moved to recommend to Council to purchase the police vehicle from the Capital Improvement Fund, seconded by Committee Member Wilcox. The motion passed 4-0*

8. Discussion and Finance Policies

Clerk Pearce asked the Committee to bring ideas to the next Finance Meeting as to what Policy it would like to get completed in 2017.

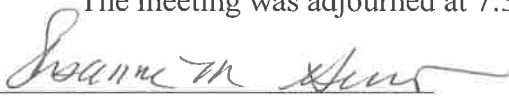
9. Discussion and August Cash Report

The Committee reviewed the August Cash Report

10. Adjournment

*** Committee Member Wilcox moved to adjourn the meeting, seconded by Committee Member Galbraith and passed unanimously, 4-0.*

The meeting was adjourned at 7:30 p.m.


Susanne Galbraith, Chairperson


Lorrie Pearce Recorder/City Clerk