

Finance Committee Meeting

January 22, 2018

The Finance Committee met Thursday, January 22, 2018 at 5:15 p.m. in the City Hall Conference room. Present were Committee Chairperson Susanne Galbraith and Committee Members Rick Huber, Dwayne Andrews and Kathy Wilcox.

Also present were: Planner II Dawn Colton, TIFD Representative Todd Gillette, County Commissioners Jason Strouf, Keven Krausz, Keith Holmlund and City Clerk/Recorder Lorrie Pearce.

Committee Chairperson Galbraith called the meeting to order.

1. Election of Chairperson

*** Committee Member Wilcox moved for Susanne Galbraith as the chairperson, seconded by Committee Member Huber, and on roll call vote it passed 3-1 with Committee Member Galbraith voting no*

2. Request of Citizens:

None

3. Discussion with County Commissioners and Recommendation on Payment for TIFD Software

Commissioner Strouf wondered why the payment for the TIFD software had been changed. There was a straw poll at a Council/Commissioner meeting and Council had agreed to pay for the software.

Committee Member Galbraith and Wilcox said that the straw poll was taken before Council had a chance to really look into the situation. Since then there has been communication with the TIFD District and Council has discussed it more in depth. In the discussion, it was decided that the TIF District did not have the money to pay for the software and it was not budgeted in the General Fund.

TIF Representative Gillette said that the District does not have the money to pay for the software and this year was the first time that it was paying for the personnel wages. He thought a download from the Department of Administration could have been used, which meant the County would have had to manually input the taxes.

Commissioner Strouf explained that the District had over 800 parcels and it would have taken two to two and a half employees to manually input the taxes. He did not think the County should have to pay for the additional cost. He added that the commercial valuation went down, and the grant money for the facades did not help with the value of the building that use it. Noncommercial valuation did increase, which hurts residents in the area. The school is looking into a levy

and if it is voted in the county will be paying for school taxes three times. The County and the schools are losing money with the TIF District. He thought the TIF District should pay for itself.

Councilperson Andrews explained that the County is responsible to collect taxes so to have the TIF District pay for it all is not right. He was willing to agree with a compromise and move on. Councilperson Wilcox agreed and said nobody wants to pay one hundred percent of the software and asked the County what they thought was fair.

Commissioner Krausz said the County would consider paying one third of the software cost and maintenance fee.

*** Committee Member Wilcox moved to recommend to Council that the cost of the software and maintenance fee be split one third of the cost between City, County and the TIF District, seconded by Committee Member Huber. On roll call vote, it passed 4-0*

4. Discussion and Recommendation on Ordinance No. 1318- An Ordinance Amending Chapter 15 of the Code of Ordinances of Miles City, Montana, With Regards to Weeds, and the Enforcement of Nuisances

*** Committee Member Galbraith moved to recommend to Council that the cost of the public nuisance is put into General Fund under its own line item to keep track of the cost associated with the property, seconded by Committee Member Huber.*

Chairperson Galbraith asked if an assessment fee could be added. Clerk Pearce did not think it was in the Ordinance to specify that assessment fees be charged.

Clerk Pearce thought it would take about \$400.00 to process the nuisance if it went through all phases. \$200 for the lot book report, \$180 for publishing the public hearing, \$7.00 for certified mail and \$14 to file with County Clerk. A new line item would need to be added to Black Mountain software.

Committee Member Andrews agreed that there will be a lot of personnel time if the nuisance went all the way through the process and an administration fee should also be added. The cost associated with it could cost the City a lot of money.

Committee Member Andrews wondered if there was a way the City could go in and clean it up without liability concerns.

*** Committee Member Andrews moved to add to the Ordinance the fees that would be assessed for the destruction of noxious weeds and the city has the ability to clean up the weeds before the Ordinance is implemented, seconded by Councilperson Huber.*

*** On roll call vote the amended motion passed, 4-0*

*** The main motion passed 4-0*

5. Discussion and Recommendation on Purchasing additional software for City Silo for an amount of \$2,592 and an additional amount of \$900 a year

*** Committee Member Wilcox moved to recommend to Council to approve purchasing additional software for City Silo for an amount of \$2,592 with an additional amount of \$900 a year, seconded by Committee Member Galbraith.*

Planner Colton explained the software would automatically route paperwork associated with the development review to several people that needed to review and sign off on it. She has been doing this manually and it takes a tremendous amount of time to follow up on everyone.

Chairperson Galbraith asked Planner Colton if she had the money in her budget. Colton said she thought she would have it in her budget, it depended on what charges she will accrue for professional services and appraisal on the Industrial Park. Chairperson Galbraith explained that the \$2,592 would be paid out of the planning department and the \$900 would be split between 20 funds.

*** Committee Member Wilcox amended her motion to change the amount paid to City Silo for the software to \$3,740, seconded by Committee Member Galbraith.*

*** The motion and amended motion passed 4-0*

6. Send to collections for Bulk Water and Repair Leaking Curb Stop, an amount of \$609.67

*** Committee Member Huber moved to recommend to send to collections an amount of \$609.67, for bulk water and repair leaking curb stop, seconded by Committee Member Wilcox.*

Clerk Pearce said that an individual had paid his invoice for an amount of \$369.78.


*** Committee Member Huber amended his motion to change the amount to send to collection to \$239.89, seconded by Committee Member Wilcox.*

*** The motion and amended motion passed 4-0*

7. Adjournment

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

The meeting was adjourned at 6:42 p.m.


Susanne Galbraith, Chairperson


Lorrie Pearce Recorder/City Clerk