

## Finance Committee Meeting

July 19, 2018

The Finance Committee met Thursday, July 19, 2018 at 6:00 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: Public Utility Director Tom Speelmon, Fire Chief Branden Stevens and City Clerk/Recorder Lorrie Pearce.

Committee Chairperson Galbraith called the meeting to order.

1. **Request of Citizens:**
2. **Doug Phair presentation of Airport Subdivision Project-** Not present for presentation
3. **Review and Recommendation on Resolution No. 4170- A Resolution Pursuant to §7-6-4006 of the Montana Code Annotated, Authorizing Amendment of Final Budget for FY 2017-2018 to Increase the Budgeted Amount in Fund # 2270-037-440140-350**

*\*\* Committee Member Wilcox moved to recommend to Council to approve the resolution, and seconded by Committee Member Huber. The motion passed 4-0*

4. **Review and Recommendation on Resolution No. 4173- A Resolution Approving a Change Order to the Agreement With Ovivo, USA, For the purchase of Digester Covers at the City Wastewater Treatment Plant**

*\*\* Committee Member Andrews moved to recommend to Council to approve the resolution, and seconded by Committee Member Wilcox.*

Director Speelmon explained that the change order would be the quickest and most economical way to purchase the digester. If the covers went out for bid then it would not be completed until next summer and he felt it needed to be completed before this winter. He added there are no markup costs to the covers and the sewer fund would have to pay for the labor to install it.

*\*\* The motion passed 4-0*

5. **Review and Recommendation on Resolution 4174- A Resolution Pursuant to §7-6-4006 of the Montana Annotated, Authorizing Amendment of Final Budget for FY 2017-2018 for State of Montana Payments on Behalf of Retirement Accounts and Providing for Hearing Thereon**

*\*\* Committee Member Huber moved to recommend to Council to approve the resolution, and seconded by Committee Member Wilcox. The motion passed 4-0*

6. **Review and Recommendation on Revised Task Order from KLJ for Darling Addition Project**

**\*\*** *Committee Member Wilcox moved to recommend to Council to approve the revised task order, and seconded by Committee Member Huber.*

Director Speelmon explained that there is an additional cost of \$186,000 to the engineering consultants.

**\*\*** *The motion passed 4-0*

7. **Review and Recommendation on Wage Increase Request for FY 2018-2019**

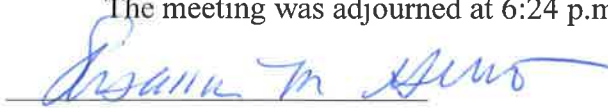
Chairperson Galbraith explained that the increase was recommended by the Human Resource Committee. There were four requests: Public Works Director, Accounting Payroll Clerk, City Clerk and Deputy Clerk/HR Officer. The Public Works Director and Accounting Payroll Clerks salary were above the 17/18 base wage survey, so no increase was recommended. The City Clerks base wage was 16 percent lower than the survey, and the Deputy Clerks base wage was 11 percent lower. A 8 percent increase was recommended to the City Clerk position and a 5.5 percent increase to the Deputy Clerk/HR Officer. She added that a 8.81 percent wage was approved by Council for the Flood Plain Administrator, so the two recommended increases are in line with that.

**\*\*** *Committee Member Wilcox moved to recommend to Council to approve the wage increase request for the City Clerk and Deputy Clerk/HR Officer, and seconded by Committee Member Andrews. The motion passed 4-0*

8. **Adjournment**

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

The meeting was adjourned at 6:24 p.m.

  
Susanne Galbraith, Chairperson

  
Lorrie Pearce Recorder/City Clerk