

Finance Committee Meeting

May 23, 2019

The Finance Committee met Thursday, May 23, 2019 at 6:00 p.m. in the City Hall Conference room. Present were Committee Chairperson Susanne Galbraith and Committee Members Rick Huber and Brant Kassner. Committee Member Dwayne Andrews was excused.

Also present were: Public Works Director Scott Gray, Public Utilities Director Tom Speelmon and Clerk/Recorder Lorrie Pearce.

Committee Chairperson Galbraith called the meeting to order.

1. Request of Citizens and Public Comment:

None

2. Review on Darling Project Phase II Bids Received

Director Gray reported that three bids were received. The lowest bid was from Western Municipal Construction. There was a discrepancy in their bid, which involved line number 131 not having a price included. The bottom line of the bid was correct. After communication with Western Municipal Construction, they sent a letter stating that they stand behind the bid that was presented to the City. He added that he would recommend Western Municipal Construction for the project. Chairperson Galbraith asked if the money is in the budget to cover the 10 percent cost that the Mayor would be authorized to approve. He said it was in the budget.

****** *Chairperson Galbraith moved to recommend to Council to approve Western Municipal Construction bid and include an additional ten percent change order contingency budget and granting the Mayor authority to approve up to ten percent of additional construction costs, Committee Member Huber seconded the motion. On a Roll Call vote the motion passed, 3-0.*

3. Recommendation on Self Contained Breathing Apparatus Bids Received

Chairperson Galbraith said L.N Curtis was the only bid received.

****** *Committee Member Galbraith moved to recommend to Council the approval of the bid received from L.N. Curtis and to adjust the bid to purchase 10 extra face pieces instead of 24 and include the buddy breather attachment for 8 packs for a total of \$151,387.00; seconded by Committee Member Kassner. The motion passed, 3-0.*

4. Recommendation on Cascade Trailer Bids Received

Chairperson Galbraith explained that two bids were received and the bid from L.N. Curtis was substantially lower. Chief Steven had recommended to accept the bid from L.N. Curtis

****** *Committee Member Galbraith moved to recommend to Council the approval of the bid received from L.N. Curtis; seconded by Committee Member Kassner. The motion passed, 3-0.*

5. Recommendation on splitting Custer County Water/Sewer District Attorney cost, one third to General Fund, one third to Sewer and one third to Water

Chairperson Galbraith asked for Director Speelmon's thoughts and he replied that the only fund that would gain from the Ordinance that was passed would be General Fund. The water or sewer would not benefit from it. He did not think it was a good idea to split the cost.

****** *After a short discussion, Committee Member Kassner moved to recommend to Council the approval of splitting the cost by thirds to the General Fund, Water Fund and Sewer Fund; seconded by Committee Member Huber. The motion passed, 3-0.*

6. Discussion and Recommendation to Revision of the Purchasing Policy

Director Gray explained that every year the City gets written up at audit time for not following its own policy. The problem is when the City is in concrete season there are a lot of projects that pop up unexpectedly and there are three contractors that pour cement in the City. Each of them has their own specialities and it is hard to get them to perform the work when needed, so the City has to hire who ever is available. Then all the work that the contractor completes for that month is put on individual purchase order, but gets paid by one check. This is where the problem sits.

It was discussed if Finance can write individual checks for each project and Clerk Pearce did not think that was a great idea. The policy needs to be revised to please the auditors.

It was decided to write an exception to the rule and insert it below the "purchasing policy guidelines for the City of Miles City".

****** *Committee Member Galbraith moved to revised the purchasing policy by adding "*Excluded from the three-vendor quote (as long as it is budgeted) is curbing, ramps, corners, associated flat and ADA accessible construction that is below \$25,000"; seconded by Committee Member Kassner. The motion passed, 3-0.*

7. Discussion and Recommendation on Reimbursement of \$19,000 from Solestone

****** *After a short discussion, Committee Member Huber moved to recommend to Council to approval Solestone reimbursing the City \$19,000 in one lump sum; seconded by Committee Member Kassner. The motion passed, 3-0*

8. ORDINANCE NO. 1333- An Ordinance Amending Section 23-1 of the Code of Ordinances of Miles City, Montana, Removing the Definition of Sewer and/or Water Service

****** *Committee Member Galbraith moved to recommend to Council to approve Ordinance No. 1333; seconded by Committee Member Kassner. The motion passed, 3-0.*

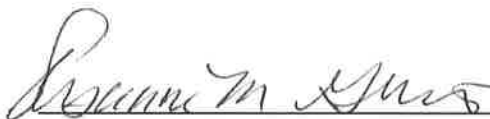
9. ORDINANCE NO. 1334- An Ordinance Amending Ordinance Nos. 1054,1056,1093 and 1133 Establishing New Rates for the Use of the Miles City Ambulance

****** *Committee Member Kassner moved to recommend to Council to approve Ordinance No. 1334; seconded by Committee Member Huber. The motion passed, 3-0.*

10. Adjournment

*******Committee Member Kassner moved to adjourn the meeting, seconded by Committee Member Huber and passed unanimously, 3-0.*

The meeting was adjourned at 6:55 p.m.


Susanne Galbraith, Chairperson


Lorrie Pearce, Recorder