



Finance Committee Meeting
Monday, November 8, 2021 3:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Vice Chair Rittman called the meeting to order at 3:32 p.m. A quorum was present.

Members Present: Vice Chair Dave Rittman, Nan Johnston, Tina Welch and Robert Lock

City Staff Present: City Administrator Joe Parente, Police Chief Kevin Chrisman, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky, Public Works Project Manager Chris Ashley, Assistant to the City Administrator Jeffery Rhodes and City Clerk Melissa McChesney

Chair Rittman requested that Item 3A be acted upon first in order to provide City Administrator Joe Parente time to join the meeting to present the financial update items.

3. Action Items

A. Approve the minutes for the October 11, 2021, meeting

Robert Lock moved to approve the minutes for the October 11, 2021, meeting. Tina Welch seconded; motion passed 4-0.

Chair Rittman returned to the regular order of business.

2. Financial Updates

A. City Administrator Approvals

City Administrator Joe Parente provided an overview of purchases approved within his authority.

B. 3rd Quarter Budget Variance Report

City Administrator Joe Parente provided an overview of the third quarter 2021 budget variance report.

3. Action Items

B. Approve the employee health insurance renewal for 2022 with Blue Cross/Blue Shield and the Employee Benefits Plan

Finance/Human Resources Director Matthew Chapman said that the City marketed health, dental and vision insurance annually. The proposed increase to renew health insurance with Blue Cross/Blue Shield started at 9.9 percent and, due to positive claims in 2021, the increase was reduced to 2.9 percent. Chapman added that there were no changes

recommended for dental and vision insurance.

Dave Rittman moved to recommend that the Board of Aldermen approve the Employee Health Benefits Plan with the health, dental and vision insurance renewals for 2022 with Blue Cross/Blue Shield with the premium plans, rates, and costs shares, using the high deductible plan as the base plan and dependent coverage based on 87.5% of those rates where the City and employees will share in the cost adjustments in health, dental and vision insurance premiums. Lock seconded; motion passed 4-0.

C. Approve a construction agreement with Woodward LLC for masonry work for the Busch Drive improvements

Public Works Director Alysén Abel provided an overview of related agreements previously approved by the Board of Aldermen. Mid States Forms, hired to build the concrete wall, recommended that the City hire a stone mason to place stone around the perimeter of the wall. She said that the City received quotes from three vendors who had previous experience working with the City.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Woodward LLC for the masonry work on the Busch Drive improvements in the amount of \$19,800. Welch seconded; motion passed 4-0.

4. Non-Action Items

A. Quarterly Project Update

Public Works Director Alysén Abel provided an overview of the status of capital improvement projects.

B. Receive an update on City-owned property near NW River Road and Vikings Field

Community Development Director Stephen Lachky said that the Finance Committee discussed the property at its July meeting and directed staff to contact the adjacent property owners to find out if either one was interested. He noted that adjacent property owner Doug Bias was interested in purchasing the property and adjacent property owner David Barth was not interested because he did not have any future plans for use or development of the property. Lachky said that fair market value was determined by the City's on-call appraiser and staff was seeking guidance on the next steps.

Discussion focused on the cost of the appraisal and incorporating it into the sale price. The consensus of the Finance Committee was to move forward with negotiations with Doug Bias. Lachky noted that the sale of the City-owned property would require adoption of an ordinance by the Board of Aldermen.

5. Unfinished Business (postponed from prior meetings)

6. Other Business

Vice Chair Rittman asked about budgeting in 2022 to increase the City's retirement. City Administrator Joe Parente said that there was not money available for the increase due to the

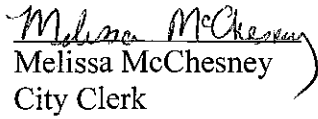
compensation increases for the Police Department. Finance/Human Resources Director Matthew Chapman said that the approximate cost was \$80,000 and the unfunded liability cost was estimated to be approximately three times more.

7. Adjourn

Lock moved to adjourn the meeting. Welch seconded; motion passed 4-0.

The meeting was adjourned at 4:23 p.m.

Submitted by:


Melissa McChesney
City Clerk

December 13, 2021
Approval Date