



Finance Committee Meeting
Monday, August 8, 2022 4:00 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Plumb called the meeting to order at 4:04 p.m. A quorum was present.

Members Present: Chair Greg Plumb, Vice Chair Douglas Wylie, Dean Katerndahl, Phillip Wassmer (joined meeting at 4:16 p.m.) and Bob Bennett

City Staff Present: City Administrator Alexa Barton, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky (via phone), Public Works Project Manager Chris Ashley (via phone), Assistant to the City Administrator Jeffery Rhodes and City Clerk Melissa McChesney

2. Financial Updates

A. City Administrator Approvals

City Administrator Alexa Barton provided an overview of items approved within her authority.

3. Action Items

A. Approve the minutes for the July 25, 2022, regular meeting

Douglas Wylie moved to approve the minutes for the July 25, 2022, meeting. Bob Bennett seconded; motion passed 4-0.

B. Approve a professional services agreement with Bryan Kidney for financial management assistance and oversight

City Administrator Alexa Barton said that there were discussions about separating human resources and finance into two positions, which would leave the new finance position open. Bryan Kidney would look at the department to determine how it should be organized. The position was posted and two applications were received, but neither applicant was qualified. She said that Bryan was familiar with the City's financial management software InCode.

Bryan Kidney spoke about his background and experience, noting that he worked the City under Springsted as the financial advisor.

Phillip Wassmer joined the meeting at 4:16 p.m.

Barton said that the cost for the first couple of months would be higher because of the initial work needed. She estimated he would work with the City for four to six months and help through the 2023 budget cycle.

Wylie moved to approve the agreement with Bryan Kidney for financial management assistance and oversight in accordance with the terms and conditions of the professional services agreement for consulting services. Bennett seconded; motion passed 5-0.

C. **Approve Change Order No. 1 with Asphaltic Surfaces for the 2022 Mill & Overlay Program**

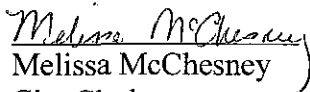
Public Works Director Alysén Abel said that an agreement for the 2022 Mill and Overlay Program was approved in May and the contractor was doing work in the designated areas. The proposed change order included a full depth repair of Claret and Twilight, additional asphalt on Route 9 near Main Street and additional asphalt on Bluff View. Abel added that with the additional work, the program was still under budget. She said the City could use the extra funds to hire a company to help with the City's street ratings to help with future programs.

Wylie moved to recommend that the Board of Aldermen approve Change Order No. 1 with Asphaltic Surfaces for additional asphalt work in the amount of \$23,836.20, for a total contract amount of \$220,361.20. Bennett seconded; motion passed 5-0.

4. **Non-Action Items**
5. **Unfinished Business (postponed from prior meetings)**
6. **Other Business**
7. **Adjourn**

Chair Plumb adjourned the meeting at 5:03 p.m.

Submitted by:


Melissa McChesney
City Clerk

August 22, 2022
Approval Date