



Finance Committee Meeting
Monday, July 25, 2022 4:00 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Plumb called the meeting to order at 4:05 p.m. A quorum was present.

Members Present: Chair Greg Plumb, Vice Chair Douglas Wylie, Dean Katerndahl and Philip Wassmer

City Staff Present: City Administrator Alexa Barton, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky (via videoconference), Public Works Project Manager Chris Ashley (via videoconference), 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 a purchase within her approval authority.

3. Action Items

A. Approve the minutes for the July 11, 2022, meeting

Douglas Wylie moved to approve the minutes for the July 11, 2022, meeting. Philip Wassmer seconded; motion passed 4-0.

B. Approve Work Authorization No. 1 with Environmental Process Systems, Inc. to install the clarifier drive at the wastewater treatment plant

Public Works Director Alysén Abel stated that the wastewater treatment plant clarifier drive was a two-part approval. City Administrator Alexa Barton approved the emergency purchase and the proposed work authorization was for the installation of the equipment. Abel noted that the total was within the city administrator's approval, but because the total cost of both parts exceeded her authority, staff brought it to the Finance Committee and it would be presented to the Board of Aldermen.

Wylie moved to recommend that the Board of Aldermen approve Work Authorization No. 1 with Environmental Process Systems to install the clarifier drive and gear box at the wastewater treatment plant in the amount of \$8,970, for a total project amount of \$33,961. Wassmer seconded; motion passed 4-0.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

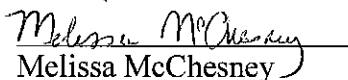
The Committee discussed moving the August 29 meeting to August 22 and the consensus was to move the meeting. The Board of Aldermen would discuss rescheduling the September 6 meeting to August 30 at the August 2 meeting.

City Administrator Alexa Barton said the 2023 budget would be delayed in order for staff to receive InCode training. She also said there was a sewer leak on Bell Road that needed to be repaired and staff was looking at projects that could be deferred because the repair was not included in the budget.

7. Adjourn

Chair Plumb adjourned the meeting at 4:21 p.m.

Submitted by:


Melissa McChesney
City Clerk

August 8, 2022
Approval Date