



Finance Committee Meeting
Monday, April 26, 2021 3:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Sportsman called the meeting to order at 3:33 p.m. A quorum was present via video conference.

Members Present: Chair Marc Sportsman, Vice Chair Dave Rittman, Nan Johnston 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, Public Works Project Manager Chris Ashley and City Clerk Melissa McChesney

2. Financial Updates

A. City Administrator Approvals

City Administrator Joe Parente provided an overview of approvals made within his authority.

3. Action Items

A. Approve the minutes for the April 12, 2021, meeting

Dave Rittman moved to approve the minutes for the April 12, 2021, meeting. Robert Lock seconded; motion passed 4-0.

B. Approve a professional services agreement with The Austin Peters Group, Inc. to update the compensation and classification study market survey

Finance/Human Resources Director Matthew Chapman stated that a compensation and classification study was completed in 2017 and in order to remain competitive with peer communities staff recommended an update to the study. The law enforcement adjustments discussed at the Finance meeting on March 22 would be looked at separately.

City Administrator Joe Parente said that in the short-term staff would look into signing bonuses for new hires and opportunities through the stimulus program that could be used for public safety regarding the risks taken by first responders during the COVID-19 pandemic. Staff would look at hybrid options for interim measures for existing employees. He noted that the study would look at where the City was compared to peer communities and structural changes in the Police Department.

Rittman moved to approve a professional services agreement with The Austin Peters Group, Inc. to update the compensation and classification study market survey in an amount not to exceed \$4,000. Lock seconded; motion passed 4-0.

C. **Approve Work Authorization No. 76 with FTC Equipment to purchase an aeration basin blower for the wastewater treatment plant**

Public Works Director Alysén Abel said that the aeration basin blower at the sewer plant incorporated air into the system to help process the wastewater. In 2020 the blower was repaired, but it needed to be replaced.

Rittman moved to I move to recommend that the Board of Aldermen approve Work Authorization No. 76 with FTC Equipment to purchase an aeration basin blower for the wastewater treatment plant in the amount of \$11,345.65. Lock seconded; motion passed 4-0.

D. **Approve a construction agreement with McConnell & Associates for improvements to the frontage of Pocket Park**

Public Works Director Alysén Abel stated that the agreement was presented on April 12 and the Committee asked staff to research options to use bollards as an internal structure in concrete planters to improve the aesthetics of the area. She recommended that the Finance Committee approve the agreement to lock in the bid pricing and that any changes could be captured in change orders.

Public Works Project Manager Chris Ashley provided an overview of two options. The first option included three concrete barriers with built-in bollards and a concrete base that would be flush with the adjacent pavement and the cost was \$2,500 per barrier. The Committee felt the option would not match the aesthetics of downtown. The second option included five concrete planters that would be placed over concrete-filled pipe bollards and the total cost was \$3,750.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with McConnell & Associates for the installation of a bump out at the frontage of Pocket Park in the amount of \$38,745 plus the addition of concrete planters in the amount of \$3,750 for a total cost of \$42,495. Lock seconded; motion passed 4-0.

4. **Non-Action Items**

5. **Unfinished Business (postponed from prior meetings)**

6. **Other Business**

7. **Adjourn**

Chair Sportsman adjourned the meeting at 4:23 p.m.

Submitted by:


Melissa McChesney
City Clerk

May 24, 2021
Approval Date