
FINANCE COMMITTEE

Tuesday August 3rd, 2021

6:30 P.M. at CITY HALL

405 Jewel Street



Finance Members: Cheryl Braun, Paul Shanks, John Schuster, Shawn Hart, and Mayor Dan Wegener
Also present: Curt Ninmann, Jason Laue

1. Meeting was called to order at 6:31pm and roll call was taken.
2. Braun/Shanks to approve the agenda. Motion carried.
3. Schuster/Braun to approve July 6th, 2021, minutes. Motion carried
4. **Public Comment:** Jason Laue came and presented the information he gave to the Utility Commission last night at their meeting regarding adding the additional section of E. Oak St. from Depot St to Fair St. The Utility Commission is in favor of adding this section to the project we have planned for Hyland St and E. Oak St from Hyland to the East. There is an additional \$798,756 in estimated cost for this additional project. As we did not get more than one bid and it was not approved, Jason believes we will get additional bids that are more competitive and in line with what we budgeted if we will bid it out with the other sections this winter for completion next year. Jason shared ideas for financing that are available. The total amount for all three (3) sections is about \$2.8 million. This is information only, as we do not have it on the agenda to act on this information. It will have to be sent to Council for action at full Council if decided.
5. **Review, Discuss and Possibly Approve Additional Funds for Air Pack From the Fire Equipment Contingency Fund.** Curt Ninmann presented quotes for the air packs that were approved for purchase for \$85,000.00. The tanks we currently have do not meet the required specifications. He brought quotes from Jefferson Fire and Safety and from Air One Equipment, Inc. Jefferson Fire has given a quote total of \$120,604.00. Braun/Shanks moved and seconded to approve using additional funds not to exceed \$35,604.00, from the Fire Equipment Contingency Fund to complete the purchase of the air packs as quoted. Motion Carried 2/0/1. 2 Yes -Braun and Shanks, 1 Abstained -Schuster.
6. **Review, Discuss and Possibly Approve the Creation of Special Revenue Fund -ARPA Fund.** Shawn shared that we need to put the ARPA funds into its own fund, so it does not affect our numbers for the City as a whole. Braun/Shanks moved/seconded to approve creation of Special Revenue Fund – ARPA. Motion Carried. 3-0
7. **Review, Discuss and Possibly Approve North Street Resurfacing Bid to Northeast Asphalt in an Amount Not to Exceed \$136,028.** The North Street resurfacing project has been bid at a higher price than was budgeted. The funds are available for this within the street project funds we have designated. The additional monies in the bid are mainly for contingency items that may arise in the project such as fixing soft spots. This is more desirable to have the contingency items than to have to pay for a change order in the middle of the job when the company doing the job can name the price as it was not previously quoted.

8. Shanks/Schuster moved/seconded to approve the North Street resurfacing bid to Northeast Asphalt in the amount not to exceed \$136,028. Motion carried. 3-0
9. **Review and Discuss Financial Statements as of June 30th, 2021.** Shawn stated we look to be in a good place for this year so far. We are on track for our budget. No action needed as this is informational. We should be seeing additional revenues coming in the next couple of months from the state and from the tax disbursement.
10. **Review, Discuss and Possibly Approve 2022 Budget Development Calendar.** Shawn will be handing out worksheets by the end of this week if all goes as planned. Will be requesting rough drafts to be back to him by the end of the month. The plan is to have department head meetings in October and final cuts to be done in November at Finance meeting. We will plan to have our final budget meeting on November 30th and have all the information submitted to the County by December 3rd.
11. **Old Business.** Nothing new
12. **New Business.** The state inspector has found some things that will need attention at the Community Center – Commercial freezer instead of residential freezer, glass dishwasher in bar area is out of date and will need to be replaced, the water booster heater will need to be fixed/replaced. Unsure if all the heating elements are working. Mayor presented the sign offer from Auto Pets for the City. This will be presented to the full Council.
13. Set Date and Time for Next Meeting: Tuesday September 7th, 2021, at 6:30 pm.
14. Schuster/Shanks moved/seconded to adjourn meeting. Motion carried 3-0

Minutes reported by:
Cheryl N Braun