



NORTH BONNEVILLE CITY COUNCIL
Tuesday, September 28, 2010
Minutes

Special Council Meeting – Finance Committee

Meeting Call to Order: 6:00 PM

Roll Call

Present: Mayor Stevens, Councilors Tom Herzig, BreAnna Porter, Tim Dudley, Jim Runkles, Marvin Showalter

Absent: Jennifer Stratton-Pies (excused)

Staff Present: Clerk / Treasurer John Spencer, Attorney Johnson Dunn (filling in for Teunis J. Wyers)

Review of Treasurer Checks and Unusual Transactions

John Spencer discussed his intention to have the Finance Committee review issued Treasurer's Checks at future meetings. The checks are used for items needing payment prior to council passage due to time constraints and fund transfers.

Review of Monthly Financials

John explained that future meetings will regularly include the following reports:

- Over/Under Budget Report
- Operation of Cash
- Vouchers
- Payroll

John reported he intends to close out the May, June, July and August books and accept that they are off until they can be reconciled. He will be able to give proper reports at that time. He reported that the cash had not been reconciled in the past and because of this he had been unable to close the books.

The benefit of monthly financials was discussed as well as detailed payroll reports for the council to review. The Judge's salary will also be done as contracted labor vs. employee in the future.

New Business

Payroll Review

Council Member Porter reported on her review of the past payroll. She had many unanswered questions concerning time sheets versus paid amounts; on-call and

overtime pay questions; reconciliation of sick and annual pay totals. She will continue review but needs a breakdown of distribution of hours reported.

John stated that he will be creating new time sheets for Public Works that break out time by budget allocation. The office staff already is using new time sheets.

Cash Reconciliation

John reported that he had been unable to reconcile the cash. He was working on 2009 and 2010 figures, but making little progress and expressed a desire for help on this matter. The idea of bringing in an outside accountant was discussed and approved.

Budget Discussion

John provided a review of the proposed budget, including changes and proposed changes. It was noted that the proposed budget is still in the negative.

Unfinished Business

None

Adjournment: 7:00 PM

Mayor

Clerk



**NORTH BONNEVILLE CITY COUNCIL
Tuesday, September 28, 2010
Minutes**

Regular Council Meeting

Meeting Call to Order: 7:08 PM

Roll Call

Present: Mayor Stevens, Councilors Tom Herzig, BreAnna Porter, Tim Dudley, Jim Runkles, Jennifer Stratton-Pies

Absent:

Staff Present: Clerk / Treasurer John Spencer, Attorney Johnson Dunn (filling in for Teunis J. Wyers)

Guests Present

Approximately 31 guests were present, including: Skip Rand of RCAC, Mary Armantrout, Bev Charlton, Cheryl Jermann, Sharon Runkles, Jeannie Coyne, Mike Hamilton, JB Tennison, Brian McKenzie, Doug and Mailea McKenzie, Pollard Dickson, Quincy Anderson

Public Hearing: Water Rates

John gave an overview of the water rate proposal.

Skip Rand described how the rate proposal was developed.

Discussion ensued.

This matter will be brought forward again when final numbers are available.

Councilor Stratton-Pies left at this point for a previously scheduled appointment.

Consent Agenda

The consent agenda consisted of the 9/14/10 council minutes, August vouchers, and July and August payroll.

- **Councilor Dudley moved to accept the consent agenda; 2nd by Councilor Porter.**

Councilor Herzig noted a typographical error in the minutes.

Yes: Councilors BreAnna Porter, Tom Herzig, Tim Dudley, Jim Runkles

No: None

Passed 4 – 0

Public Comment

Doug McKenzie asked whether it was true that the city is looking at annexing into Fire District 5, and stated he was against the idea.

Mayor Stevens noted that everything is under consideration, but nothing has been decided.

Cheryl Jermann asked if she can post banners for the Woodland Fairy Pumpkin Hunt.

Mayor Stevens said that the city will work with her on that.

Guest Presentations

Memorial Bench proposal was canceled prior to the meeting.

Council Member Comments

None.

Clerk/Treasurer's Report

John informed the Council he was able to institute payroll direct deposits.

Attorney Report

Johnson Dunn Spoke about the need to amend the city's ordinance regarding domestic violence. He intends to forward a new ordinance at the next council meeting.

Unfinished Business

Casey Roeder's application for the Hotel/Motel Tax Committee

Don noted that the conflict of interest issue brought up at the last meeting was in error.

- **Councilor Dudley moved to add Casey Roeder to the Hotel/Motel Tax Committee; 2nd by Councilor Runkles.**

Don provided an overview of previous discussion about the hotel/motel tax committee.

Yes: Councilors BreAnna Porter, Tim Dudley, Jim Runkles

No: Councilor Herzig

Passed 3 – 1

New Business

Preliminary Budget Presentation

John reviewed the budget difficulties and a list of potential options to fix them.

Councilor Porter noted that she is astounded that we do not already allocate overhead.

She also said that she feels a fire district may actually benefit the fire department.

Pollard Dixon made comments regarding the effect of moving to a fire district on local insurance ratings.

Councilor Runkles suggested that B&O tax be taken off the table

Mayor Stevens suggested that car tabs be taken off the table.

Cheryl Jermann asked whether we can do anything about the costs of overtime and on-call pay.

Councilor Herzig noted that only two options (court and medical plan) change payroll or taxes.

Attorney Johnson Dunn noted that there is a middle ground on contracting out court – we could choose to end the prosecution side (continue with violations, but not crimes)

Councilor Runkles brought up the idea of an adopt-a-park program wherein citizens might maintain a portion of the parks.

Councilor Dudley noted that we used to operate the city with 2 full time and 1 part time public works employees. We have added utilities, but not park acreage. A layoff should be on the table. He is not interested in any tax increases.

Archeological Survey of the Boat Ramp Area

Tom Jermann described the need for an archeological survey if we wish to site a gazebo at the boat ramp.

Councilor Runkles said he can provide the archeological designations and does not believe that the area has been surveyed. He feels the site needs a survey.

- **Councilor Porter moved to approve a survey of the entire site; 2nd by Councilor Runkles.**

Tim noted that use of the area is problematic for neighboring property owners. Discussion ensued

Yes: Councilors BreAnna Porter, Tim Dudley, Jim Runkles, Tom Herzig

No: none

Passed 4 – 0

Attorney Dunn noted we could reduce the Sheriff contract by allocating civil enforcement to city staff.

Closing Comments

Cheryl Jermann stated that it would be nice if we could add some picnic tables to the park.

Adjournment

- **Councilor Dudley moved to Adjourn; 2nd by Councilor Runkles.**
- **Yes: Councilors BreAnna Porter, Tim Dudley, Jim Runkles, Tom Herzig**

No: None

Adjourned 9:32 PM

Mayor

Clerk