

MINUTES OF A SPECIAL SESSION OF THE MARCELINE CITY COUNCIL  
**September 16, 2015**

The Marceline City Council met in special session on September 16, 2015 at 5:03 p.m. in the Council Chambers of City Hall, Mayor Pro-Tem Jeri Holt presiding. Council members present were: John Carver, Tyson Brammer, and Sallie Buck. Mayor Shoemaker was absent. Staff attending: City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Superintendent Ed Ewigman, Water and Waste Water Superintendent Kevin Wiggins, Electric Superintendent Dean Gauthier, and Police Chief Bob Donelson. Others attending include Linda Linebaugh.

Mayor Pro-Tem Jeri Holt called the meeting to order at 5:03 p.m.

Budget Work Session: City Manager Richard Hoon stated the department heads are present to answer any questions the Council may have. He went over the budget process to date, stating the staff has met in several meetings and he and the City Clerk met with Mayor Shoemaker on Friday morning. City Manager Hoon went over the capital expenditures list pointing out the items that were cut from the budget and the items that were deemed priorities. City Manager Hoon stated the proposed budget is balanced with the total of the Revenues and Reserves to be utilized has a surplus of \$657.00 over the expenditures. He reported the expected reserves to be utilized under the Electric Fund are restricted. The question is whether they are restricted to be used within the Electric Fund only or if they are restricted to a particular use within the Electric Fund. The City Clerk has been researching the minutes to answer the question but have not found any other restriction other than use in the electric fund. City Clerk Krumpelman explained the reserve funds to the Council. There was discussion on the capital expenditures list.

The Council started their review of the budget with the Electric Fund. City Manager Hoon and Electric Superintendent Dean Gauthier discussed the Electric Fund budget with the Council, with the focus being on the possible use of the reserves to fund the second tie.

The Council then moved to the General Fund. Street Superintendent and City Manager Hoon went over the Street Department's budget. The discussion moved to the Pool's budget which only has the insurance budgeted in the upcoming fiscal year. Once the discussion moved to the Recreation and Park's department, the Council inquired about the State Grant budget line item. City Manager Hoon responded that it was for the trail grant and would be reimbursed. Once they moved to the Cemetery Fund, Street Superintendent Ewigman explained the main change is putting base rock for a road so the City can begin selling lots in the north section. The City crews would do the labor. Street Superintendent Ed Ewigman stated the expense for street repairs in the Transportation Sales Tax was increased due to the trend of the revenues increasing. There was a discussion of the effect the price of oil has on the paving projects. He reminded the Council the City would be completing the airport maintenance on January 1<sup>st</sup>.

Police Chief Bob Donelson and City Manager Hoon went over the Police Department's budget with the Council. Police Chief Donelson pointed out that due to budgetary constraints the open position would not be filled this year. City Manager Hoon reiterated the position is not being cut, it just will not be filled this fiscal year. The Council inquired as to the overtime level. Police Chief Donelson attributed to the personnel turnover. Councilman Brammer inquired on the DARE program. Police Chief Donelson went over the DARE program and pointed out the program is funded by donations.

The Council then opened the discussion for the Water Fund's Budget. Water and Wastewater Superintendent Kevin Wiggins and City Manager Richard Hoon went over the water fund budget with the Council. City Clerk Krumpelman explained what the state grants were for in the budget. The Council discussed the capital items including the radio read meters which were cut from the budget. Superintendent Wiggins explained the proposed budget includes meter replacement which would be radio read capable meters, so if the funds are available in the future for radio reads, those meters can be adapted to that system. The conversation moved to the Waste Water Fund Budget. Superintendent Wiggins explained the new employee position in the Waste Water department. The A operator will retire in 5 years and in it takes an individual a minimum of four years to earn their B license. This would also add one person to the on call rotation. There was discussion on the capital outlays, with Superintendent Wiggins explaining that he wanted to focus on fixing the infiltration issue before the lift station because the infiltration is what is harming the lift station.

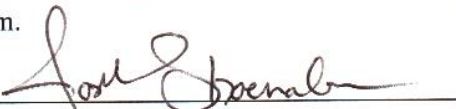
Mayor Pro-Tem/Fire Chief Jeri Holt went over the Fire Department's budget with the Council. He explained how the Salaries and Wages are done and that the money in Fireman's Fund is the money that the fireman would get in their check for attending meetings, but instead it is put into their account and used as a community service fund.

City Manager Richard Hoon and City Clerk Krumpelman went through the Administration, Executive Control and City Council department proposed budgets with the Council. City Clerk Krumpelman reported that the County wants to know if the Council would prefer to use paper ballots for the upcoming ½ cent sales tax ballot issue in November, which would save the City an estimated \$700.00 in election fees. There was some discussion on the issued. Councilman Carver moved that paper ballots be used for the upcoming ½ cent sales tax ballot issue in November. Councilman Brammer seconded the motion. The motion carried.

City Clerk inquired about a journal entry the auditor recommended be done. The Council provided consensus to do the journal entry. There was discussion on the date for the budget public hearing. The public hearing will be held on Tuesday, September 29<sup>th</sup> at noon.

City Manager Richard Hoon reported that he was asked if the City would be interested in purchasing a table at the upcoming Grandmother's Gala. Everyone reported they would not be able to attend and the City would not be purchasing a table.

Councilman Carver moved to adjourn the meeting. Councilman Brammer seconded the motion. The motion carried unanimously and the meeting adjourned at 9:32 pm.

  
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Josh Shoemaker, Mayor

Attest:

  
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