

City of Brodhead

Audit and Finance Committee meeting minutes for the October 11, 2017 meeting

1. Meeting called to order by Huffman at 4:31pm
2. Quorum was present as determined by roll call: clerk/treasurer Withee, Strommen, Chief Hughes, Woodford, Naramore and Huffman
3. No public appearances
4. No committee comments
5. Woodford made a motion, seconded by Strommen, to approve the September meeting minutes. Motion carried.
6. The new Senior/Community center was discussed - Specifically, a request for \$10,000 to be added to the 2018 budget to cover expenses such as grant writing, and also other expenses. After discussion, Huffman made a motion to recommend that the line item be added to the 2018 budget. Strommen seconded, motion carried.
7. Chief Hughes shared that the police department water heater needs replacing, and that he would like to recommend Schneider plumbing and Design Electric. Strommen made a motion to recommend using Chief Hughes's recommendation, Naramore seconded. Motion carried.
8. Huffman made a motion to approve a resolution for the carryover of funds for the pool heater. Woodford seconded, motion carried.
9. Strommen made a motion to approve the municipal code update. Naramore seconded, motion carried.
10. Woodford made a motion to approve the vision insurance for city employees, at no cost to the city. Naramore seconded, motion carried.
11. After discussion regarding the city assessor, it was decided that the committee would like to see other bids before making a decision or recommendation. Huffman made a motion to table until November. Naramore seconded, motion carried.
12. After discussion, Woodford made a motion for recommending the plan as presented. It included a 12-17% increase in existing employees and starting a new employee out at \$17.00/hour. Huffman seconded, motion carried.
- 13 & 14. Both the Budget to Actual and Treasurer's report were reviewed.
15. The proposed 2018 budget was reviewed. There will be budget working sessions on October 17th, October 24th, and October 26th, all at 6pm.
16. Woodford made a motion to enter closed session. Huffman seconded. Motion passed as determined by roll call. Entered closed session at 6:10pm, returned from closed session at 7:35pm.
17. No future agenda items were discussed, only mentioned that the 2018 budget would be a priority going forward.
18. Date and time for next meeting was not set.
19. Huffman made a motion to adjourn. Woodford seconded, meeting adjourned at 7:53pm.

Submitted by Andrew Strommen, secretary