

**CITY OF NOWTHEN
CITY COUNCIL BUDGET MEETING
MONDAY, SEPT. 18, 2017 @ 5:30 PM **DRAFT** MINUTES**

Present:	Others:
Mayor Jeff Pilon	Building Official, Andy Schreder
Council member Randy Bettinger	Maintenance Supervisor, Joe Glaze
Council member Dan Breyen	
Council member Mary Rainville	
Council member Paul Reighard	

The City Council met to discuss the 2018 Proposed Budget.

Schreder presented the City Council with the Public Building Inventory. This report provides a list of the buildings and structures that the City owns. He indicated that it is essential that the City set some money aside for future repairs and replacement costs for these buildings and structures. Some items can be addressed this year with minimal funding, such as painting of beams and fascia on the pavilions. Things can be prioritized. He came up with about \$20,000 per year, but some items can be addressed at a later date.

Schreder also brought up document retention. It takes up less physical space. He is looking what it would take to go back and archive the old files. The important thing is to start. He said that we should be putting some money aside for this as well. There are a fair amount of documents that we don't need, so there is no need to keep them. He thinks it would be efficient with an interim or other to do this in the summer. He is advocating the City to setting money aside for this. The files are not getting better with age. He thinks he could get someone in at a cheaper rate to do this.

It was also mentioned that internal staff could do it during down times.

The City Council reviewed the Road and Bridge and Park Department budgets and the needs for the day to day operations. Glaze indicated that one of the mowers will need some extensive repair. It is running now, but may need the engine rebuilt this winter. It was suggested to put together a Capital Improvement Plan for the park equipment as well and include it in the budget.

Breyen thinks we can use some of our unspent funds at the end of the year to help fund some of these items.

Bettinger and Reighard are of the opinion that the City needs to increase the Road Improvement Fund. The City Engineer previously told the City Council that they would need a minimal of \$250,000 per year for road improvements.

After further discussion of the budget line items it was suggested to increase the Road Improvement Fund to \$200,000.00 per year. That would create a levy increase of 8.224% (\$1,361,332.00 to \$1,473,296.00).

The Consensus of the City Council is to have a Budget Approval Meeting on Monday, September 25, 2017 at 7:00 PM. Until that time the City Council will further review the budget for any necessary increases or decreases.

It was also noted that this is a preliminary budget and levy. The budget and levy can be reduced at any time between now and the Truth in Taxation Hearing scheduled for December 12, 2017 at 7:00 PM. The Truth in Taxation Hearing will be to approve the final 2018 budget.

Meeting was adjourned at 7:50 PM.

Respectively submitted by:

Corrie LaDoucer, City Clerk

Mayor Jeff Pilon