

CITY OF IMBLER

MINUTES-MONTHLY COUNCIL MEETING

DATE May 7th, 2018

Mayor Mike McLean called the Monthly Council Meeting to order at 7:00 p.m.

IN ATTENDANCE

Council Present: Mike McLean, Mark Howell, Jason Berglund, Joan Harding, Rick Vicek, Corrine Wilfong

Budget Committee Present: Ruth Zemke, Bertie Harris, Deena Barry, Dave Fessler, Teresa Dewey

Staff Present: Jennifer Toepke, Steve Kleen, Sandy Wyland

Guests Present: Carrie Bingaman, Julia Bennett

APPROVAL OF PRIOR MEETING MINUTES

None

APPROVAL OF BILL PAYMENTS

None

STAFF REPORTS

None

UNFINISHED BUSINESS

The three vacant city staff positions have been filled

-Mayor Mike McLean makes introductions of new employee's: Water Master, Steve Kleen; Water Meter Reader, Jennifer Toepke and City Recorder, Jennifer Toepke

The only Agenda for this meeting is the Budget Committee Meeting

-Mayor Mike McLean introduces the Budget Committee Members: Chairman Ruth Zemke, Bertie Harris, Deena Barry, Dave Fessler. After asking the guests present if they would like to join the Budget Committee, Teresa Dewey accepted and was appointed by Mayor Mike McLean to the Budget Committee.

BUDGET COMMITTEE MEETING

Chairman Ruth Zemke called the Budget Committee Meeting to order at 7:02 p.m.

-The City of Imbler's Proposed 2018/19 Budget Document (drafted by the previous Budget Officer - City Recorder, Terrie Teeter) was distributed for the committee's review and discussion accordingly

-Chairman Ruth Zemke led the discussion by going through each Fund - Line Item, by Line Item: **GENERAL FUND/Detailed Requirements; GENERAL FUND/Resources; WATER SYSTEM FUND/Special Fund Resources & Requirements; ROAD FUND/Special Fund Resources & Requirements; and WASTE WATER FUND/Special Fund Resources and Requirements**

-Line Items with in depth discussion, explanation, calculation, and accordingly changes made (including their adjusted Unappropriated Ending Fund Balance's & Total Requirements), were:

GENERAL FUND/Detailed Requirements

- Line Item 2 RECORDER – Increased from \$6,000 to \$7,424
- Line Item 7 AUDIT – Increased from \$40 to \$50
- Line Item 11 OFFICE EQUIPMENT – Increased from \$1,500 to \$3,000
- Line Item 13 CITY HALL – Decreased from \$2,000 to \$1,000

- Line Item 14 OFFICE SUPPLIES – Decreased from \$2,000 to \$1,000
- Line Item 15 TELEPHONE – Increased from \$650 to \$1,000
- Line Item 16 MAYORS EXPENSE – Decreased from \$400 to \$100
- Line Item 17 EDUCATION – Decreased from \$1,000 to \$500
- Line Item 19 CITY SPONSORED PARK – Decreased from \$1,500 to \$750
- Line Item 32 UNAPPROPRIATED ENDING FUND BALANCE – Increased from \$24,671 to \$24,937

WATER SYSTEM FUND/Special Fund Resources & Requirements

- Line Item 16 PERSONNEL SERVICES – Increased from \$10,000 to \$31,936
- Line Item 19 STATE MANDATE REQUIREMENTS – Decreased from \$5,000 to \$2,000
- Line Item 20 SERVICE INSTALL & UPDATE – Increased from \$60,000 to \$80,000
- Line Item 21 WATER TESTING – Increased from \$1,500 to \$2,700
- Line Item 24 INSURANCE – Increased from \$100 to \$1,000
- *A new Line Item 27 was added, PAYROLL TAXES - \$12,875
- Line Item 30 UNAPPROPRIATED ENDING FUND BALANCE – Decreased from \$173,588 to \$119,727

ROAD FUND/Special Fund Resources & Requirements

- Line Item 5 INTEREST – Decreased from \$50,010 to \$500
- Line Item 17 PERSONNEL SERVICES - Decreased from \$1,600 to \$0
- Line Item 18 PAYROLL TAXES – Decreased from \$160 to \$0
- Line Item 20 INSURANCE – Decreased \$1,300 to \$1,000
- Line Item 30 UNAPPROPRIATED ENDING FUND BALANCE – Increased from \$6,045 to \$8,105

-General recommendation: Expenses are increasing, income needs to increase. Discussion of possibly increasing the flat rate of \$26 per month for 40,000 gallons of water by 15.4%, to \$30 per month for 40,000 gallons of water (increase of 15.4% proposed by Councilor Rick Vicek). All agreed to discuss the possibility in the future.

Mayor Mike McLean made a ‘Motion to Approve’ the City of Imbler’s Proposed 2018/19 Budget Document with the applicable changes made, for ‘Adoption’ accordingly at the next Monthly Council Meeting on Monday, June 4, 2018 – Councilor Jason Berglund Seconded the Motion - Chairman Ruth Zemke asked ‘All in Favor’, Council Members & Budget Committee Members ‘All Approved’

Chairman Ruth Zemke made a ‘Motion to Adjourn’ the Budget Committee Meeting, Councilor Rick Vicek Seconded the Motion, Council Members and Budget Committee Members ‘All Approved’. Budget Committee Meeting adjourned at 9:20 p.m.

NEW BUSINESS

-Teresa Dewey thanked the Council for handling the ‘matter of the rooster’ – and she recommended that the Ordinance be changed for the City

-Councilor Rick Vicek encouraged fellow Councilors to attend the League of Oregon Cities (LOC) Training. Councilor Joan Harding requested to be registered for the LOC’s Understanding Fundamentals Class in Baker City, on May 24, 2018

-Councilor Rick Vicek resigned his position on the Council effective August 2018 due to relocation to Alaska. He reminded all present that there are 6 of 7 positions available for the General Elections this coming November. Teresa Dewey volunteered to run for the Council.

Mayor Mike McLean moved to adjourn the Monthly Council meeting, Councilor Jason Berglund Seconded the Motion, Council Members ‘All in Favor’. Meeting adjourned at 9:26 p.m.

Jennifer C. Toepke

City Recorder

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