

FINANCE & PERSONNEL COMMITTEE PROCEEDINGS

The Finance & Personnel Committee of the City of Amery met on May 28, 2018 at City Hall. Chairman, Rick Davis called the meeting to order at 5:00 p.m.

Present: Mayor, Paul Isakson. Chairman, Rick Davis. Vice-Chairperson, Kris Vicker. Council Member, Sarah Flanum

Staff present: Clerk-Treasurer, Patty Bjorklund; Public Works Director, Allen “Bones” McCarty

Others present: Council Member, Tim Strobusch; Council Member, Julie Riemenschneider and Jessica DeLaCruz

Amery Community Club Alarm.com cellular security installation

The Public Works Committee and the Parks and Recreation Committee had reviewed the proposals at their morning meetings today. Member, Flanum detailed the project. There will be 6 cameras at Bandshell, 1 Camera at the Picnic Shelter, and 4 Cameras at the Restroom Building (\$5,535.54). There will be security door systems installed (\$601) as well as monthly monitoring of all systems (\$33.95/Mo.). Trenching would need to be dug for Wi-Fi as noted in earlier Public Works and Parks Meetings. It was noted that Amery Community Club would pay up to \$3,000 for the security system.

Motion by Flanum and seconded by Vicker to recommend to the City Council to pay the remainder of all security system costs (as needed – trenching of Wi-Fi included) with the understanding that the Amery Community Club with match up to \$3,000 towards the system.

Ayes – 3 Nays – 0 Motion Carried.

McCarty presented a quote from Quality Flow Systems for West Commons Lift Station Rehab. Total Price was \$55,640.

Motion by Vicker and seconded by Flanum to recommend to the City Council to approve Rehab amount of \$55,640 of West Commons Lift Station Rehab.

Ayes – 3 Nays – 0 Motion Carried.

Well #3 Service discussion took place. The discussion is tabled until next month’s meeting.

Assistant Sewer Plant Operator discussion took place.

Motion by Vicker and seconded by Flanum to recommend to the City Council to approve Jeremy Wood a \$1.50 per hour pay raise, and to be classified as Sewer Plant Operator if he accepts that position.

Ayes – 3 Nays – 0 Motion Carried.

Bids for Dam Inspections were presented. They were as follows:

- Ayres Associates - \$1,800
- CedarCorp - \$1,975
- Cooper Engineering - \$2,700
- MSA Engineering - \$2,850

It was noted that the Town of Lincoln (who owns ½ of the dam) pays for ½ of the inspection cost.

Motion by Flanum and seconded by Vicker to recommend to the City Council to approve the bid from Ayres Associates for Dam Inspections with the understanding that the Town of Lincoln pays ½ of the cost.

Ayes – 3 Nays – 0 Motion Carried.

Flowers displayed at Soo Line Park and Bobber Park were discussed. Jessica DeLaCruz was asking for permission to volunteer and put flowers and mulch in those areas. The consensus of the committee was to allow her to do the plantings as the city already budgets for flowers throughout the city. It was discussed that the amount should not to exceed \$300. McCarty noted that he has mulch available for her to use. She will retain receipts and present them to City Hall.

Pay for Performance discussion took place regarding City Employees. The committee would like job descriptions and tasks presented to the July Finance Committee by Department Heads. Discussion will then proceed to the City Council.

Ordinance #01-2019 and #02-2019 were presented. Clerk-Treasurer, Bjorklund had questions regarding City Administrator job description within the scope of Ordinance #02-2019. The committee will have her put the detail in Ordinance #02-2019.

Motion by Flanum and seconded by Vicker to recommend to City Council to approve #01-2019 and #02-2019 with clarification of description added for City Administrator in #02-2019.

Ayes – 3 Nays – 0 Motion carried.

Motion by Flanum and seconded by Vicker to adjourn at 6:15 p.m.

Ayes - 3 Nays - 0 Motion carried.

Patty Bjorklund, WCMC/CMC/CMTW
City Clerk-Treasurer