



FINANCE COMMITTEE AGENDA

Monday, November 1, 2021 – 3:00 pm | Council Chambers, City Hall

1. **Call meeting to order.**
2. **Approval of Minutes.**
 - a. Regular Meeting: October 4, 2021
3. **Public Comment** - Limit to three minutes per person.
4. **Continued Business.**
 - a. None
5. **New Business.**
 - a. Final Brookside Pay Estimate – Trent Freeman
 - b. Review and Sign October Claims – Judi Whitney
6. **Committee Comments or Concerns:**
7. **Announcement of next meeting.**

December 6, 2021, at 3PM
8. **Adjournment.**

Finance Committee

Members

Dick Bauman (Chairperson) | Mary Hathaway | Rob Kersch

CITY OF DEER LODGE

FINANCE COMMITTEE MEETING MINUTES

Monday, October 4, 2021 – 3:00pm | Council Chambers, City Hall

Members Present:	Dick Bauman, Mary Hathaway
Members Absent:	Rob Kersch
Mayor:	Diana Solle
CAO:	Jordan Green
Staff:	Trent Freeman, Judi Whitney, & Chief Smith
Guests:	None

1. Call Meeting to Order:

- a. Chairperson Bauman called the meeting to order at 3:00PM.

2. Approval of Minutes:

- a. Regular Meeting: September 7, 2021 – Could not vote on as Member Hathaway was absent September 7th. Minutes will be represented on November 1, 2021, meeting.
- b. Special Meeting: September 20, 2021 – Member Hathaway motioned to approve minutes as presented. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

3. Public Comment:

- a. None.

4. Continued Business:

- a. None

5. New Business:

- a. PASER Update Task Order – Trent Freeman
Trent Freeman summarized the Task Order in the amount of \$2,850.00 for time and material. This task order includes field evaluation of streets and updating all maps associated with the Paser ranking, as well as projected 10-year street maintenance projects. Getting an updated map was discussed.

Member Hathaway motioned to approve the PASER Task Order in the amount of \$2,850.00 and forward to City Council. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

- b. Playground Equipment Quote Increase – Trent Freeman
Trent Freeman stated he budgeted this item for Parks & Rec. Based on a previous quote from Play by Design it was approximately \$4,900.00. I had budgeted for \$5,000.00 based on previous quote. When I placed the order the cost of materials had increased, and the new quote is presented before you in the amount of \$5,382.65 slightly over my budget needing Finance and Council approval.

Member Hathaway motioned to approve the quote of \$5,382.65 from Play by Design and recommend to City Council. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

- c. SWMDTF Pay Approval – CAO Green
Chief Smith summarized how effective the SWMDTF has been for Deer Lodge. They have assisted drug bust, tracking, and catching felons, drug force training and fentanyl training.

Member Hathaway motioned to approve and pay \$5,000 to the Southwest Montana Drug Task Force and recommend to City Council. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

- d. Employee Pay Chart – CAO Green and Mayor Solle
This was requested by the Finance Committee for FY 20/21. What you see before you are actual amounts of salaries for each employee.

No motion or vote. Information sharing only.

- e. Browning ARPA Funds – CAO Green
CAO Green stated, when all communities received the ARPA funds, Browning was unable to receive them because they were in the process of disincorporating. The money they were supposed to receive for ARPA got divided up and disbursed to the rest of the communities in Montana.

Spoke with a few other CAO around the State, if they had any plans for the money and there was consensus around the other communities it may be a helpful gesture to donate the money the City has received back to a community group North Winds Recovery Center in Browning.

Member Hathaway motioned to approve allocation of funds of \$1,095.94 to the community group North Winds Recovery Center in Browning with recommendation to City Council. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

f. Old Fire Hall Reroof – CAO Green

Trent Freeman stated, the roof has been leaking since last year. The quote I present before you from R&C in the amount of \$2,745.88 is the material cost and the Public Works crew will do the installation.

We had set aside \$5,000 for replacement and sealing of the gutter system for City Hall. We had someone come out and fix the gutter problem for \$20.00. We have the money set aside should we need to do something in the future. We also have about \$12,000 for boiler repair, that we will not need this year. We have plenty of funds set aside and this would be a good expenditure and cost savings for replacing the roof.

Member Hathaway asked, if the roof has been leaking, did we do any test for black mold?

Trent Freeman, the building is all brick, so no chance of mold getting into the walls.

Member Hathaway motioned to approve the R&C quote in the amount of \$2,745.88 for materials with recommendation to City Council. Chairperson Bauman seconded the motion. 2 Ayes, 0 No's, 1 Absent. Motion passed.

g. Review and Sign September Claims – Judi Whitney

September claims were approved and signed by unanimous consent.

6. Committee Comments or Concerns:

- a. CAO Green provided an update on the Well.
- b. CAO Green provided an update on Elk Tips.

7. Announcement of Next Meeting:

- a. November 1, 2021, at 3PM

8. Adjournment:

The meeting was adjourned at 3:50pm.

Prepared by: Cyndi Thompson, City Clerk

Dick Bauman, Chairperson

Date

Finance Committee Members

Dick Bauman (Chair) | Mary Hathaway | Rob Kersch

