



FINANCE COMMITTEE AGENDA

March 7, 2022 – 3:00 pm | Council Chambers, City Hall

1. **Call meeting to order.**
 2. **Approval of Minutes.**
 - a. Regular Meeting: February 7, 2022
 3. **Public Comment** - Limit to three minutes per person.
 4. **Continued Business.**
 5. **New Business.**
 - a. Art Club Grant – Jordan
 - b. Email Fishing Scams - Jordan
 - c. Review and sign February claims – Judi Whitney
 6. **Committee Comments or Concerns:**
 7. **Announcement of next meeting.**

April 4, 2022, at 3PM
 8. **Adjournment.**
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Finance Committee

Members

Dick Bauman (Chair) | John Molendyke | Rob Kersch

CITY OF DEER LODGE

FINANCE COMMITTEE MEETING MINUTES

February 7, 2022 – 3:00pm | Council Chambers, City Hall

Members Present: Dick Bauman, Rob Kersch (via zoom), John Molendyke(via zoom)
Members Absent: None
Mayor: Absent
CAO: Jordan Green
Staff: Judi Whitney & Cyndi Thompson
Guests: Stanley Glovan

1. Call Meeting to Order:

a. Chairperson Bauman called the meeting to order at 3:03PM.

2. Approval of Minutes:

a. Regular Meeting: January 3, 2022

Member Kersch motioned to approve minutes as presented. Chairperson Bauman seconded the motion. 2 Ayes, 0 Noes, 1 abstained. Motion passed.

3. Public Comment:

a. None

4. Continued Business:

a. None

5. New Business:

a. Elect a New Committee Chairperson – Jordan

Member Kersch motioned for Dick Bauman election as Finance Chairperson. Member Bauman seconded the motion. 3 Ayes, 0 Noes. Motion passed.

b. Finance Committee Bylaws – Jordan

Chairperson Bauman motioned to approve Finance Bylaws as presented. Member Molendyke seconded the motion. 3 Ayes, 0 Noes. Motion passed.

c. City Treasurer Candidate Introduction – Jordan

Jordan stated: the hiring committee consisted of Jordan, Mayor Jess, Judi Whitney (City Treasurer), and Cyndi Thompson (City Clerk).

We interviewed 5 candidates for City Treasurer, there was one candidate that exceeded the rest. Stanley Glovan, (who is present) had the most experience with just graduating with a degree with business option from Montana Tech, he served in the Army for 18 years, and had spent time working at the Mt State Prison. We brought in Stanley to sit with the current Treasurer to do a preliminary training with Judi. We decided with the recommendations from the hiring committee and the exceptional prelim training we asked him to attend the Finance meeting today, just a quick meet and greet should the Finance Committee have any questions for Stanley. An effect start date would be February 11, 2022. We would like to start him at the pay of \$47,000 per year which is approximately \$22.59 per hour with the stipulation that after 6 months positive performance evaluation he will receive another \$500.00 a year, and after another 6 months positive performance evaluation he will receive another \$500.00 a year. That will bring his annual income to \$48,000 after the first year.

Member Kersch motioned to approve and recommend the hiring Stanley Glovan to the City Council with an effect start date of February 11, 2022. Member Molendyke seconded the motion. 3 Ayes, 0 Noes. Motion passed.

d. Rural Fire Department Contract – Jordan

The first change is including some information in paragraph two that says that this is the entire agreement and supersedes any and all prior agreements such as the previous and local agreement. This is the only one that will take effect and precedents in paragraph four shows that this agreement will be in place for four years, which is substantially lowered from the 10-year agreement and the previous contract. But it's four years until June 30, 2026. And then by submitting to write to the other entity that it can be extended for subsequent four-year terms past the end of this agreement. That last little section in paragraph four states that prior to renewal, Section nine of this agreement must be followed to allow for any changes that may be made to this agreement. Section nine is the section that talks about the review period that will happen every two years, we'll look at things like what equipment has been transferred, what the property values are, if the percentage that the rural fire department changes that'll be reviewed every two years to see if there's new changes that needs to be made. No changes to the default dispute resolution or to the administration or to the duties and obligations of the city. Nothing that the city is obligating is changing in any capacity. The bulk of the changes is paragraphs eight, duty, and obligations of the rural fire districts. The Rural Fire District will be obligated to pay an annual contract payment in two equal installments. At the beginning of the fiscal year and then in January, which is what they currently do. And then the formula by which the annual contract payment shall be calculated which is the percentage of the total taxable value between the city and the county that Powell County has times the total amount of the City Fire Department budget.

For example, total tax value between the two entities is \$4 million. The county has \$1 million of that 25%. They pay 25% of whatever grant sets is the fire department budget. I include some definitions as to how this actual value is calculated, and where we gather the data for the taxable value, which is all based on what they provide what the Rural Fire Department provided for us. I did include some language about that it requires the most recent taxable value is available, and then every two years that will be reviewed, to see if there's any changes that are required. The contract also includes that \$5,000 equipment credit to continue to be applied, which is deducted from the annual contract payments. And then include the language at the font Rural Fire District shall continue to convey all the equipment and all trucks that are purchased by the Department for the life of this contract to the city for our maintenance and use during that biannual or that every two year review that occurs, they will be required to submit a new list of any equipment that's been purchased to the fire chief and to

the city clerk so that we have a record of that that will be attached to this contract. And then all vehicles and equipment conveyed to the city shall become the exclusive property of the city of Deer Lodge. Paragraph nine includes some language concerning that that two-year review talking about how the taxable values will be calculated every two years that the review should occur before July 1, the beginning of the fiscal year for that year whenever review is required. In 2024 this will have to happen in like June to look at if there's any changes.

Paragraph 11 contains an additional clause that any amendments to this agreement will be attached as an addendum to this agreement instead of changing this original agreement,

Member Kersch motioned to approve the Rural Fire Department Agreement and pass on to the Rural Fire Department. Member Molendyke seconded the motion. 3 Ayes, 0 Nos. Motion passed.

e. Review and sign January claims – Judi Whitney

Chairperson Bauman motioned to approve January claims as presented. Member Kersch seconded the motion. 3 Ayes, 0 Nos. Motion passed.

6. Committee Comments or Concerns:

- a. Member Kersch asked for an update on the Code Enforcement vehicle.
- b. Jordan gave a study comparison on the City vehicle Dodge Charger.

7. Announcement of Next Meeting:

- a. March 7, 2022, at 3PM

8. Adjournment:

The meeting was adjourned at 3:33pm.

Prepared by: Cyndi Thompson, City Clerk

Dick Bauman, Chairperson

Date

Finance Committee Members

Dick Bauman (Chair) | Rob Kersch | John Molendyke

Deer Lodge Art Club

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February 7, 2022

City of Deer Lodge

Mayor and City Council Members
300 Main Street
Deer Lodge, MT 59722

Dear Mayor and City Council:

We come before you this evening on behalf of the Deer Lodge Art Club. Members present are Cathy Wilson, President, Amanda Bohrer, Treasurer and Desera Towle, member. We staff the Pen Gallery each tourist season from June 1st to September 30th. Covid-19 impacted us greatly. The museum gallery was closed in 2020 due to Covid-19. During the 2021 tourist season, while open, we struggled with fewer tourists visiting Pen Gallery.

As the 2022 tourist season approaches we have been evaluating how to improve the business operation of the Deer Lodge Art Club. Let me explain. In addition to staffing the Pen Gallery, our artists operate an additional art gallery behind the Pen Gallery. Thus, the Deer Lodge Art Club was impacted by Covid-19 and the closing of the Pen Gallery.

Recent research reveals that Point of Sale (POS) credit card transactions can increase sales by as much as 12-18%. It is also a known fact that just displaying the visa and mastercard logos increases sales. We have always been a cash only business. Tourists expect to be able to use their cards instead of cash.

Tonight the Deer Lodge Art Club seeks funding for the TERMINAL necessary to install "**Square**" financial POS software. Also a linked cash drawer. We hope to create an internship for a Powell County High School student. This person would set up the equipment and train the members on Square. The amount we seek is \$1,000. Hopefully this amount can be funded by American Rescue Plan dollars. We appreciate your consideration of this request.

Sincerely,

Cathy Wilson, President