

**Finance, Licensing and Human Resource Committee**  
**April 18, 2017**

Present: Bob Strickland, Carol Wallin, Tom Goldsmith, Butch Slayton, Bert Skinner, Keith Hardie, Rick Rieper, Rob Ankarlo, Jerry Lindfors, Katie Goin, Randy Pedersen and Julie Kessler.

Chair Strickland called the meeting to order at 9:00 am at City Hall. The meeting was properly advertised and all interested parties were notified.

There was no public comment.

Motion by Slayton, second by Goldsmith, to approve the minutes of the November 30, 2016 Finance, Licensing and Human Resource Committee meeting. Motion Carried.

Kessler stated the changes in the liquor law with the addition of the Cider only license. Typically a Cider Only license goes to an establishment that has a Class A Liquor license. Holiday would like to be able to sell Cider as well as beer. Since there are not state rules, only our ordinance, do we want to change the ordinance so that we can have an additional Cider Only license that would be issued with the Class A Beer license. Motion by Wallin, second by Slayton, to recommend the ordinance change and send to council. Motion Carried.

The lease agreement with Seneca expired in 2015. The quantity of land this encompasses as well as current rent rates were discussed. Motion by Goldsmith, second by Slayton, to propose a new 10 year lease setting the rent for the first five years at \$7,500 per year and setting the rent for the second five years at \$10,000 per year and send to council for approval. Motion Carried.

Kessler updated the committee on the changes with of the HRA vendor since the beginning of the year. The new vendor will process everything with the insurance company so the employees do not have to submit paperwork as was originally requested. Kessler is in the process of setting up with the new company called Diversified.

There is some confusion in the Purchasing Policy as to the value items that need to be bid out. Motion by Wallin, second by Slayton, to add the wording of 'value before trade' to the Purchasing Policy and send to council for approval. Motion Carried.

Kessler obtained quotes for financing of the truck: Dairy State Bank, Cumberland Federal, US Bank and the rates for the State Trust Fund Program. Motion by Wallin, second by Goldsmith, to recommend a 3 year loan an interest rate of 2.08% to council for approval. Motion Carried.

Kessler stated the interest earned on a large account at US Bank vs the other banks in town. Motion by Goldsmith, second by Slayton, to move the account to Dairy State Bank. Motion Carried.

At the request of the Funeral Home, the City needs to put this in writing and this way it will be formal for the future as well. Motion by Goldsmith, second by Wallin, to recommend the

statement of the Clerk-Treasurer as the Sexton with Robert Skinner as the Manager for the Lakeside Cemetery. Motion Carried.

Discussion on removing the special assessments for sidewalks and curb and gutter from the ordinance took place. There are pro's and con's but also gives the City more discretion as to the placement. Motion by Goldsmith, second by Wallin, to recommend this ordinance change and send to council for approval. Motion Carried.

Kessler has had two employees request this option and done a basic request with the bank. Kessler will get further info for the next meeting.

After the rumor of the potential of a tattoo shop moving to town, Kessler sought what other cities have for ordinances in place. Committee requested a draft ordinance for review at the next meeting.

Kessler updated the committee of the current financial status of TID #7 and where it will stand after the projects proposed for this year. It looks like the TID would still be able to close in 2020 or 2021 ahead of schedule.

Kessler gave the committee and review of the levy limit worksheet from the past budget cycle. One line of there is for the inclusion of debt that will raise our levy limit ability. For the 2016 Payable 2017 Allowable Levy Limit, we used a number higher than what our Financial Advisors are comfortable with. We used debt that the city received the revenue from other entities and that is not a good practice. Therefore, our levy was about \$90,000 higher than it should have been. This will need to be watched closer in the next budget cycle.

Kessler gave the revenue and expenses of the Senior Citizens Center and will be working on a budget for them for this year.

Kessler handed out the preliminary financial numbers for the end of 2017. Audit is in process and we should see the actual number late summer.

Kessler handed out the preliminary financial number for the first quarter of 2018 for review.

Rob Ankarlo updated the committee that the library has received their 501(c)(3) status so they are hopeful to get more funding with grants.

Next meeting will be May 15, 2017 at 9:00 am.

Motion by Goldsmith, second by Slayton, to adjourn. Motion Carried.

Julie A. Kessler, Clerk-Treasurer