

FINANCE MEETING MINUTES
December 11th, 2013

Call to Order: 6:00 P.M.

Roll Call: Paul Janson, Ben Prescott, Bill Zoller.

Others: Kate Rogers, Administrative Services Officer

Citizens: None

CITIZENS: none in attendance

ACCEPT MINUTES-

- ❖ Motion to accept the October minutes as presented by Ben Prescott, seconded by Bill Zoller.

FINANCIAL REPORTS:

Kate summarized the financial reports in Jenny's absence. The finances are pretty much in order. Some appropriations have been moved around in order to create some purchase orders.

- ❖ Bill moved to forward the financial reports to Council. Ben seconded. All were in favor. Motion is approved.

BILLS OF RESOLUTION:

Kate said there will be some uniform items on the list that will be distributed with packets Friday.

- ❖ Motion to move the Bills of Resolution to Council by Bill, seconded by Ben. Motion is approved.

LEGISLATION:

- ❖ **ORD. 2013-85** Kate reviewed some of the appropriation amendment recommendations that Jenny was forwarding to the Finance Committee for approval. The water fund is not taking in as much as anticipated and Jenny recommends reducing the water appropriations slightly. There is quite a bit appropriated for natural gas in water but since the humidity problem has been resolved, that can be reduced, as well as removing the \$1,200 for a new truck. Dave was okay with this.
- ❖ Paul asked if there is an update on the Edinburg dispatch contract. Ben said he heard there may be information at the next Council meeting.
- ❖ Adoption of Calendar is an annual thing.
- ❖ The sewer transfer can be reduced because we got in some money from the County that comes every six months.
- ❖ Kate said there will be one more ordinance in the packets Friday that we are waiting on from Rich.

DISCUSSION:

Water meters for pools and gardens:

This has been tabled.

Increasing the credit card limit:

Kate said this came about today. Because we have been dealing with so many problems and upgrades at the plant, Jenny is recommending increasing our credit card limit from \$2,000 to \$5,000. Dave has been ordering parts on-line instead of through our regular vendors, which is saving us a lot of money, but because they are large amounts, and there were things charged that were not on the last invoice, the purchases were denied. Jenny was able to call Middlefield Bank and get a temporary increase in order for the purchases to go through. Bill said since Dave has a limit of \$3,000 for spending, why not get a credit card with a \$3,000 limit in Dave's name. The Finance Committee agreed that it would be a good idea and should happen. The Finance Committee made a motion to recommend Dave Akerley getting a credit card with a \$3,000 limit.

Motion to adjourn at 6:12 by Bill Prescott, seconded by Ben. Motion is approved.