

Finance & Human Resources Committee
Open Session Minutes
May 12th, 2022

Members Present: Councilman Ed Conley, Councilman Amanda Koren

Absent: Chairman Cecil Davis

Staff Present: John Doyle, Tracey York, Bea Carney, Doug Potts

Media: Darrell Marina, Pulaski County Daily News

Guests: Councilman Clarence Liberty, Mayor Jerry Brown (via phone call), William Winslow of Brightly Software (via ZOOM link provided by them)

Call to Order: Meeting was called to order 5:00 p.m. Councilman Davis was absent and Councilman Liberty will stand in his place. Quorum was established.

Citizen Comments: None

Special Presentation by William Winslow of Brightly Software: Mr. William Winslow of Brightly Software gave a presentation via Zoom. This company is one of several that the city is researching to manage the city GIS maps for all utilities.

Approval of Minutes: A motion was made by Councilman Conley to accept the April 11th, 2022 minutes as written. Motion was seconded by Councilman Liberty. A vote was called.

YEAS – Conley, Liberty, Koren

NAYS – None

Motion Passed

Review Bills: Committee reviewed the bills. Motion was made by Councilman Conley to approve paying the bills. Motion was seconded by Councilman Liberty. A vote was called.

YEAS – Conley, Liberty, Koren

NAYS – None

Motion Passed

Cash Flow – Account Status/EOY Budget Review

Committee reviewed the city's cash flow reports, bank account status, and year to date budget. The city has completed 33.3% of the 2022 Fiscal Year with expenses ending at 38% and revenues at 39%. City bank accounts have a total of \$6,113,871.96 in restricted funds, reserve funds, and usable monies.

Lease Purchase Bid Award Letter – The bids on the lease purchase agreement for the animal control vehicle were received and Infuze Credit Union was awarded the bid.

Enterprise Fleet Management - Committee reviewed update on vehicles that have been ordered. The Chevy Traverse should arrive in 8-10 months with the Ford F150 arriving in 12-18 months.

Purchase of Dump Bed – Committee reviewed a photo of the 2016 Ford Dump Bed that was purchased for the Electric Department. The funds were originally budgeted for a pick-up truck, but were utilized to purchase this vehicle because the pick-ups have been ordered via the fleet management agreement.

GBS – Mr. Doyle informed the committee that the city has received a refund of the claims account from the city's prior health insurance pool. This money was being held in a checking account and was used to pay medical claims as received when the city had GBS health insurance. The amount received was approximately \$158,000 and have been placed in the general fund.

Current Job Openings - Committee reviewed the current job openings within the city.

- Seasonal Labor – Parks (Hoping to hire 3 more)
- Public Works Technician I – Street

Discussion on Maternity Leave Options: Committee reviewed the current sick leave pool policy which includes an exclusion for maternity leave. Committee asked for an amendment to the policy to allow maternity leave options, as there are currently no maternity benefits offered within the city. Committee would like the policy amendments ready to review at the next City Council meeting.

Discussion on Policy Regarding Employees Working Thru Lunches: Committee discussed and would like to allow employees to work thru lunches for unexpected events, but it should not be used as additional leave. Supervisors will have the ability to use their discretion on a case-by-case basis.

Employee Appreciation Day - The Employee Appreciation Day will be held at Ozarks Technical Community College in Waynesville on June 17th, 2022. Mr. Doyle extended an invitation to all Councilman to attend.

Other Business:

Censure of Mayor Update – Councilman Koren stated that the committee has not received any communication or update from the mayor and he is now past due on this task. She stated the committee will address this issue with the city attorney.

Mr. Doyle stated a need for closed session in accordance with RSMo 610.21 (1)(2)(3)(11)(13). Councilman Conley moved to go into closed session for that purpose and was seconded by Councilman Liberty. A vote was called.

YEAS – Conley, Liberty, Koren

NAYS – None

Motion Passed & committee enter into closed session at 6:01 p.m.

Committee returned to open session at 6:41 p.m.

Committee adjourned a 6:41 p.m.

Next meeting will be held on June 9th, 2022 at 5:00pm