

To: City Commissioners
From: Melinda Ewertz

Re: Administrator's Report
3.2.2026

CONSENT AGENDA

1. Approve February 17, 2026 Regular Meeting Minutes
2. Approve February 25, 2026 Special Meeting Minutes
3. Appropriation Ordinance No. 3234 \$409,035.90
4. Approve 2.24.2026 Payroll \$58,087.90
5. Approve February 2026 Court Report
6. Approve Transient Guest Tax Committee Recommendation to Award \$450.00 to Anthony Theatre Committee for Movie

PUBLIC HEARINGS - NONE

REGULAR BUSINESS

7. Award Airport Jet-A Bid - Darin Neufeld of EBH

There is a bid opening Tuesday at 3p.m. for the Jet-A Fuel project for the airport. Darin will be in Anthony for the opening at 3 and then present the bid tab at the meeting for award.

8. Introduction of New Board Members and Golf Club Future Plans - Anthony Golf Club

Kenny Hodson, Jr. has requested time for the golf board to meet with the Commission to introduce new board members and share their future vision for the golf course.

9. Discuss Mobile Food Vendor License Code

A mobile food vendor has asked if the mobile food vendor code could be changed to allow parking in different areas for events outside of their sponsoring business. There are some ideas I have looked from other cities to update our code that would allow more options for food vendors. If the Commission would entertain changes, I will draft a new application and guidelines to be reviewed in the future.

10. Request to Use Empty Lot for Materials Storage - Harper County

The Courthouse will be getting a new roof soon, and the county has asked if they could store the pallets of roofing tiles on the empty lot east of the courthouse (old high school lot).

11. Rescind February 17th Motion to Keep BCBS Dental plan with HUB

I asked our HUB broker if we would still pay the same monthly broker fee to keep the dental with HUB and we would. Day Insurance can continue the current BC/BS plan so Health and Dental will be administered by Day Insurance.

12. Approve Scott Day of Day Insurance as Agent of Record for BCBS Dental Insurance

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If we rescind the motion for the Dental with HUB, we will need a new motion to have the Agent of Record switched to Scott/Day Insurance. I spoke with Karen at HUB, and she said we need to email her notice to move the BC/BS plan to Day Insurance and make him the agent of record and that would discontinue our service with HUB.

13. Discuss Employee HRA Benefit

Jamie is checking with our current HRA company, TASK, if we can continue to administer the HRA through them. I misunderstood that we pay TASK \$180/month when it is actually per year. If we switch the HRA to Surency (who Day Insurance uses) the cost will be a monthly fee of approximately \$180 dependent on the number of employees. We spoke with Scott, and he knows we plan to keep this HRA with TASK if possible due to expense. I hope to have more information tomorrow at the meeting about what the new HRA reimbursement amounts will be.

14. Approve Office Phone System Upgrade

When we discussed this in January, you gave direction to continue with the upgrade through SCTelcom as we are already using their internet/infrastructure. This is the final cost for the installation of new CAT wire in the city building and the police department, as well as the cost to replace the desk phones with a VOIP compatible phone. The other two charges are the monthly charges for the VOIP services per line. It is a savings of approximately \$80 per month on the SCTelcom bill. We can then control our line rollovers, holiday settings, voicemails and call waiting queues. They can start the installation in March, and I hope to have the new system active by April 1 if all works out.

15. Discuss New Compensation Study

This discussion started last year about a new compensation study and was left to the spring of this year. We would like to continue so that we can look at wage numbers for the new budget year as that is prepared in May and June.

16. Discuss 9/11 Memorial Contributions

I checked with the auditor to see if we can create a fund within the city to put these funds into. We can, however, those funds would then be controlled by the city and subject to the procurement policy, commission approval, etc., which would be the same if an official city committee was created. We have discussed previously the option of the remaining volunteers to create a checking account at the bank, with or without a 501(c) that would not use the city's EIN, therefore controlled by those volunteers on the account, outside of the city as originally started. Also, just thinking if this would this be something HCCF would be interested in taking on?

Administrator's Report:

Things are clicking along as we embark on this new journey together! Larry and I, as well as the staff, are getting better as navigating which inquiry goes to who as we all adjust. Larry is doing a great job of taking his new role and running with it, especially while we learn things together. The office staff and departments continue doing great work as well! We are so fortunate to have our city staff, and I hope we can add to them by filling open positions to stack our roster even more.