

**I. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 5:15 pm by Chair DeVoss. PRESENT: Chair Tom DeVoss, Jerry Johnson, Julie Johnson-Solberg. Others Present: Aulik, Hottmann, Lee, Wilhelm, & Portz.

**II. APPROVAL OF MINUTES**

1. *Approval of Minutes from October 3, 2024.* Motion by Johnson, second by Johnson-Solberg to approve the October 3, 2024 minutes. Voice vote. Motion carried 3-0.

**III. NEW BUSINESS**

2. *Discussion and possible action regarding the 2025 Capital Improvement Budget.*

Aulik briefly reviewed the Capital Fund Budget as is and stated the majority of all requests were currently reflected in the draft budget. Department heads were present to review their Capital requests (see documentation).

Chief Wilhelm presented the Police Department Capital requests. Motion by Johnson, second by Johnson-Solberg to make a recommendation to Council to approve the use of Police Outlay carryover funds yet this year for an interview room (\$6,981) and purchase of patrol rifles (\$7,239). Voice vote. Motion carried 3-0.

Remaining Police Department requests include a new squad car (this has been pre-approved at a previous Council meeting) and new duty firearms (\$16K). Motion by Johnson, second by Johnson-Solberg to make a recommendation to Council to approve the remaining 2025 Police Departments capital requests as presented. Voice vote. Motion carried 3-0.

Library Director Portz reviewed the Flexible Facilities Grant for the Library. She provided a basic timeline for the project. The City will have to borrow the remaining \$3.7M but borrowing may possibly be deferred until 2026. The City is waiting on more guidance from Ehlers. The whole project must be completed by Sept 30, 2026. The grant will need to be accepted by the City and paperwork completed within 45 days (November 2024). Motion by Johnson-

Solberg, second by Johnson to make a recommendation to Council to borrow \$3.7 Million for the library renovation project. Voice vote. Motion carried 3-0.

Public Works Director Lee provided information for Capital Requests for Public Works, Cemetery, Parks & Recreation. Included: parks mower (\$16K), shade items for pool (\$20K), continued cemetery road paving (\$65K), funds for beginning rehab on the Ley Pavilion (\$1M) along with potentially using Environmental Impact Fees for Wilson Park batting cages and a dog park. Also discussed, moving City Hall to the Armory Building (Phase 1 - \$1.5M). For Public Works equipment: Plow Truck accessories (\$125K already pre-approved at Council), a small plow truck (\$85K), a dump box (\$30K) and equipment leases. Motion by DeVoss, second by Johnson to make a recommendation to Council to approve the Public Works and Parks and Recreation Capital Improvement Requests for 2025. Voice vote. Motion carried 3-0.

EMS Chief Cushman could not be present due to a conflict. Aulik reviewed his Capital Requests. An ambulance that was ordered in 2023 is expected to arrive in 2025 (\$422K). There is assigned carryover to pay for this expense, or the City can choose to borrow and hold on the fund balance. Other requests included: window replacement in the EMS building (\$35K), pager replacement (\$10K); rescue task force equipment (\$30K); EMS training equipment (\$15K); CO2 Detectors (\$12K). Motion by Johnson, second by Johnson-Solberg to make a recommendation to Council to approve the 2025 Ambulance Capital Requests. Voice vote. Motion carried 3-0.

Fire Chief Whitehouse was not present. Aulik reviewed the Fire Department requests. The Dept had \$40K in 2024 for the purpose of rehabbing Engine 1's framework, however this will not likely be completed until 2025 and the request is to carryover those funds. Similar to the 2024 request, the Dept would like to replace another station door and bay floor (\$18K). Also requested blacktop work at the Fire Station to be coordinated with a City street project (\$15K). Listed as a lower priority, replacing a storage shed that removed several years ago but never replaced (\$60K). Finance members discussed using the Armory for some potential storage for the Dept and moving the storage building request to 2026. Motion by Johnson second by Johnson-Solberg to make a recommendation to Council to move the storage building request to 2026 and approve the remaining Fire Department Capital Requests. Voice vote. Motion carried 3-0.

Aulik discussed her goal of making half of the required voting booths for the City Express Vote Machines. She'd like to acquire 2 machines in each of the next two years (\$8K each year). Motion by Johnson-Solberg, second by Johnson to approve a recommendation to Council to approve the Clerk's request for two Express Vote machines in 2025. Voice vote. Motion carried 3-0.

3. *Discussion and possible action for any additional 2025 budget considerations.* Aulik will adjust budget figures based on the discussed Finance Recommendations. Other minor adjustments may occur prior to Council on 10/15 but the preliminary budget should be ready. Motion by DeVoss, second by Johnson to make a recommend to Council to approve the 2025 Preliminary Budget. Voice vote. Motion carried 3-0.
4. *Discussion and possible action to approve the August & September 2024 manual journal entries.* Motion by Johnson-Solberg, second by Johnson to approve the August & September 2024 manual journal entries. Voice vote. Motion carried 3-0.
5. *Discussion and possible action to approve the August & September 2024 financial reports.* Motion by Johnson-Solberg, second by Johnson to approve the August & September 2024 financial reports. Voice vote. Motion carried 3-0.
6. *Discussion and possible action to approve the August & September 2024 utility reports and financials.* Motion by Johnson Solberg, second by Johnson to approve the August & September 2024 utility reports and financials. Voice vote. Motion carried 3-0.

#### **IV. ADJOURN**

7. *Motion to Adjourn.* Motion by Johnson, second by Johnson-Solberg to adjourn the meeting. Voice vote. Motion carried 3-0. Time: 7:11 pm