

**ROLL CALL:**

5:33 PM Members present: Karin Tepley, Melony Walters, and Ryan Cairns. Other officials present: Clerk/Treasurer Aaron Joyce, City Administrator Ashley Oliphant, Mayor Todd Copernoll.

**APPROVAL OF MINUTES:** *Motion to waive the reading and approve the minutes of the last meeting.*

1. Minutes for 12/20 & 01/03  
Motion made by Walters to approve the regular minutes of December 6th and January 3rd, and the special meeting on January 6th. Seconded by Tepley. Motion carried 3-0.

**PAYMENT OF BILLS:**

2. Bills 01-17-2023  
Motion made by Walters to approve the bills as presented. Seconded by Tepley. Motion carried 3-0.  
Voting Yea: Tepley, Walters, Cairns

**CLERK/TREASURER'S REPORT**

Clerk/Treasurer Joyce reported that property tax collection has been swift with over \$3-million collected to date. The Clerk/Treasurer's Department has been busy doing new year payroll changes, updates, and W-2's. It's all been a challenge with the new payroll and accounting software. There has also been a transition to the new Municode agenda software. This allows agendas, packets, and minutes to be created in one central location and be posted on the city's website. A roll-out will happen to instruct department heads how to develop their own agendas using the program.

**ITEMS FOR DISCUSSION AND ACTION:**

3. Request to Purchase Replacement Dike Lights  
Dave Fry reported that he has had difficulty finding replacements for the current lights along the walking trail. He is hoping to get 18 lights replaced at a \$530 each from Graybar. Quotes from multiple suppliers were received by Fry and Administrator Oliphant and Graybar was the lowest price per unit by far. Both requested to have the bidding process waived. Oliphant said that state statute only requires a bidding process for public construction.  
Motion by Cairns to recommend to Council to approve the purchase of dike lights at a cost not to exceed \$10,000 from Visual Impact/Graybar and waive the bidding requirements. Second by Tepley. Motion carried 3-0. Voting Yea: Tepley, Walters, Cairns
4. Update on Street Department Truck Purchase  
Street Superintendent Terry Nelson requested and was authorized to purchase a 2022 F250 XL from Fillback Ford at the special Finance meeting on January 6th. It was reported that the truck has since been purchased and is in the city's possession.
5. Symons Rec Operational Deficiency Request

Symon's Recreation Complex incurred a deficiency in 2020 & 2021 largely related to the pandemic; however, it was only learned recently that a shortfall was incurred. The city's share of the requested deficiency reimbursement is \$47,611.41. Oliphant asked if the committee wanted to make a recommendation to the full council for approval. Any reimbursement would come from unbudgeted funds. Areas of funding may include unallocated contingency from 2022 and/or the remainder of line item in Symons. Oliphant noted that Richland County has already transferred funds from one account to another to cover the entire shortfall for Symons and is seeking half from the city. Cairns stated that he doesn't feel there is enough information for Finance to approve or deny the request and noted it should be a full council decision. No action was taken by the Finance Committee. The item is on the full council agenda for consideration.

#### **ADJOURN**

Motion to adjourn made by Tepley, Seconded by Walters. Motion carried 3-0 at 6:16 PM.