

MINUTES OF A SPECIAL MEETING OF CLINTON CITY COUNCIL, CLINTON PUBLIC WORKS AUTHORITY, CLINTON HOSPITAL AUTHORITY, CLINTON SOLID WASTE AUTHORITY, CLINTON RECREATIONAL AUTHORITY, CLINTON AIRPORT AUTHORITY AND CLINTON INDUSTRIAL AUTHORITY

TUESDAY, MAY 20, 2008

Minutes of a special meeting of the Mayor/ Chairman and Council/Trustees of the City of Clinton, Oklahoma, Custer County, held at the Frisco Center on Tuesday, May 20, 2008, 8:30 a.m. A notice of this meeting with agenda was posted on the bulletin board in the lobby of the Clinton City Hall on May 16, 2008.

Mayor/Chairman Lynn Norman called the meeting to order with the following present:

Trustee/ Council: Mark Hendrickson, Terry Wheeler, Bob Marcy, Allen Bryson

City Manager: Grayson Bottom

City Clerk: Lisa Anders

Others: Arnold Adams, Gene McCullough, D'Lese Travis, Vicki Ratke, David Crabtree, Brad Aneshansley, Anita Fransen, Debra Blanchard, Wade Anders, Randy Carpenter, and Rhonda Williams.

2. REVIEW OF 2008-2009 FISCAL YEAR BUDGET

City Manager Grayson Bottom said he had asked staff to prepare a flat operational budget and view the Capital request items as efficiency projects.

City Treasurer Debra Blanchard said there is not a health insurance increase this year but a 10% increase in dental insurance. She said the workers compensation insurance is being budgeted at the same rate as last year. She said there is a 4.1% utility rate increase included in the budget and additional personnel have been budgeted.

Blanchard said there has been a reduction in the expenditures for the Capital Improvement Fund over last year primarily due to last year's budget including the heat/air system for City Hall. She said the access road is being budgeted for from the Economic Development Fund.

Blanchard explained that the proposed budget includes the Northeast Quadrant waterline project with other infrastructure improvements for the water plant and wastewater plant.

Blanchard explained that the Central Garage budget is reduced due to the implementation of the Fuelman System rather than Central Garage purchasing fuel and then charging back the usage to the individual departments.

GENERAL FUND

City Treasurer Debra Blanchard explained that the sales tax projections are for a 4% increase and she used 90% estimation to build a 10% reserve. She also explained that the Lodging Tax estimate has been affected by the hotels having rooms rented for longer periods of time and being exempt from the collection of lodging taxes.

GOVERNING BOARD

Rotary Club has requested \$3,500 as a contribution to other agencies to assist with the cost of the 4th of July fireworks celebration. C.A.R.E. has requested \$4,000 which is a \$1,000 increase over last year's request.

ADMINISTRATION

Budget reflects a reduction in salary cost. The reduction is due to the transfer of the City Manager salary from the General Fund to the Public Works Authority.

City Manager Grayson Bottom said the reason for the transfer to Public Works is so a multi-year contract could be considered.

Blanchard said the adjustment would be made through a management fee to the General Fund.

FINANCE

There was discussion regarding Data Pros which is the company that generated the utility bills.

LEGAL/COURTS

Contractual Services includes the fee for the collection agency contract. The fee is on a contingency basis for a 25% collection fee. The agency will also work on utility accounts.

POLICE ADMINISTRATION

Payroll changes were implemented last year for Police and Fire employees. There are currently no openings for police officer but there are openings for dispatcher.

POLICE SUPPORT

The budget has been prepared for full staff.

POLICE OPERATIONS

The budget has been prepared for full staff and a 25% increase for fuel costs. Discussion regarding vehicles included recommendation to adjust to more fuel efficient vehicles over the next five years.

With the construction of the new county jail, it would be preferred for the City Jail to be a 12 hour holding facility rather than a two to three day facility. The change would reduce training time, operational costs, and reduce potential liability.

ANIMAL CONTROL/CODE ENFORCEMENT

No Changes

FIRE ADMINISTRATION

No Changes

FIRE PROTECTION

It was questioned about the reduction in the line item for overtime.

An increase in the line item for uniforms was discussed. Fire Chief Wade Anders said he budgeted for the purchase of Class A uniforms for all firefighters.

EMERGENCY MANAEMENT

It was noted that two of the storm sirens are in need of repair and could be a costly project. The recommendation to increase the line item was made.

STREET MAINTENANCE

It was noted that increased fuel prices could prevent the amount of improvements that are planned for the fiscal year.

City Manager Grayson Bottom said the crack seal machine would be borrowed from the City of Hobart after May 23rd and repairs on streets and the airport are scheduled.

CEMETERY

No Changes

FACILITY

The budget is increased over last year due to the potential need for roof repairs to City Hall.

CAPITAL IMPROVEMENT

Estimated Revenues are based on the collections made during the current year which has been above average. The Access Road is planned for the 2008-2009 year along with an ODOT agreement of \$50,000 for street improvements.

SUMMARY REQUEST OF CAPITAL IMPROVEMENTS

It was noted that some items are listed as capital items but have been "greyed" to indicate they were requested but not necessarily budgeted for in this fiscal year. In-car cameras for the police department are a "greyed" item. City Manager Bottom said this is not a required item for police vehicles and should sales tax collections increase, this item could be reviewed.

Police Chief David Crabtree said submittal of grant applications could be made for the possible funding for in-car cameras for the Police Department.

City Manager Grayson Bottom said the second year of the Christmas Decoration plan is included in the budget. This year refurbishing of the existing decorations and purchase of banners is planned.

PUBLIC WORKS AUTHORITY

City Manager Grayson Bottom explained that Authorities are enterprise funds and operate differently than the General Fund.

City Manager Bottom explained that advisers and Oklahoma Department of Environmental Quality recommended the separation of the water and sewer be implemented. It was recommended that sewer become its own enterprise fund.

CAPITAL PROJECTS

It is anticipated that a \$200,000 grant for the waterline project will be received and be applied to the \$350,000 project. The project should be completed within one year with the anticipated start date of April 2009.

Funding for the two clarifiers rehab will be carried over from the 2007-2008 budget.

The fencing included in the budget is based on Homeland Security issues.

WATER ADMINISTRATION

The transfer of the City Manager salary is reflected in the salary line item.

City Treasurer Debra Blanchard said the Foss Assessment this year does not have a rebate included.

WATER TREATMENT

The Contractual Service line item includes the dredging of lagoons.

WATER MAINTENANCE

Arnold Adams was recently named as Public Works Director. Kurt Klump has assumed the duties of Water Superintendent. The salary line item for Water Maintenance includes salary for two additional employees for the last three months of the fiscal year.

WASTEWATER TREATMENT ADMINISTRATION

Trustee Hendrickson recommended looking at windmill for generation of electricity for the wastewater treatment plant.

WASTEWATER TREATMENT MAINTENANCE

No change

A short recess was taken for lunch and the meeting resumed.

SOLID WASTE AUTHORITY

There is a capital lease payment for the solid waste truck for two years.

ADMINISTRATION

The Authority has been notified by All-American Waste of a 4.1% rate increase this year.

AIRPORT AUTHORITY

The Airport Authority has received a grant for plans and specifications for the taxiway from the terminal apron to the parallel taxiway at Clinton Regional Airport. The total project is \$47,000.

RECREATIONAL AUTHORITY

A review of the fee structure was given. Discussion of the Centennial train operation was reviewed and noted that additional drivers are needed.

Costs of splash pads were discussed and the needs of the new ballfields and equipment were reviewed. It was reported that grass would be started on the soccer fields in the next couple of weeks.

GOLF

The proposed golf rates were presented for the season beginning April 1, 2009 to March 31, 2010.

ACME BRICK PARK

The budget includes funding for the replacement of the floor. There was discussion regarding the size of the aerobic /weight room.

City Treasurer Debra Blanchard said the budget needs to include funding for the replacement of equipment.

City Manager Grayson Bottom said the Nature Trail has ADA requirements and an audit will be conducted. He said there is need for more room for expansion for the aerobic/weight room.

City Treasurer Blanchard said the cardiovascular room and the weight room need to be separated.

INDUSTRIAL AUTHORITY

The final payment for the property purchased from Rod Serfoss is budgeted in this fiscal year.

CONFERENCE CENTER OPERATIONS

Conference Center Director D'Lese Travis explained that the request for technology is for flat screens with information. Currently each meeting room has a display shield for a paper sheet indicating who the room is reserved. With flat screens, more information can be provided.

Security cameras currently at the Frisco Center are not working and need replaced. A floor machine is also budgeted for the Frisco Center. Currently this type of equipment is shared between facilities.

CENTRAL GARAGE

This budget is for city vehicle repairs. Fuel is no longer purchased by the Central Garage. The Fuelman system has been implemented throughout all department.

The second budget work session is scheduled for Tuesday, May 27, 2008 at 6 PM at the Frisco Center.

Motion was made by Councilman/Trustee Marcy and seconded by Councilman/Trustee Wheeler to adjourn the meeting.

Chairman/Mayor Norman put the motion to a roll call vote:

Aye: Marcy, Wheeler, Hendrickson, Bryson, Norman

Nay: None

Chairman declared the motion carried.

The meeting adjourned at 1:40 P.M.