**City of Dyer**

**Special Council meeting**

**01/26/2023**

The meeting was called to order by Mayor Robert Porter and the pledge of allegiance was said.

Roll Call:

Alderman Blaine Kiser present

Alderman Jannie Elam present

Alderman Donna Staton present

Alderman Joseph Saunders present

Alderman Cindy Looney present

Alderman Aaron Bray present.

Mayor Porter said the primary reason for this meeting is approving the 2023 Budget.

Alderman Donna Staton asked about the following.

Does your revenue in city sales tax, General 48,695.00, Police 11966.00 and Fire at 29915.59 and this equals the 90,577 you have as incoming in General, last year we received 52,634.36 and we have not raised sales tax. Mayor says ok. Police payroll is questioned as well. The police have in the past been expected to bring in more revenue than $24,000. This is a conservative estimate. They are going to apply for LLBG grants also. Revenue in police is $3000.00 for jail fees, what is that? Breakdown of the fees that are paid to the city from courts such as ER Vehicles, child safety and jail fees. Wages in the office will be 12.00 & 15.00, 3 outside are 15.00, 13.00 and 12.00 and I have set aside in the budget a superintendent for outside who is fully licensed for up to $21.00 an hour. The police chief will go to $19.50 which will be .20 cents over a rookie going into the sheriff department. 2 going for wastewater and whoever gets licensed first will get a dollar more per hour. We will have 4 outside workers; now we have 3. Tuesday you said all pay roll will come out of General except for street. Mayor states yes. But you have payroll in $115,000 coming out of water sewer and sanitation and he asks, and it is going into it from General, is it not? Alderman Staton states no it doesn’t. Mayor states that are misspoken on my part. Alderman Blaine Kiser asked what community event doing in water and sewer budget. Alderman Staton states we still need to have a community event line, mayor Porter says, no, we can pull this from excess. Advised by Recorder treasurer may be an audit finding. Alderman Elam asked about check printing being in 2 departments and R/T asked Mayor if he is splitting the check printing between departments and he states yes. Alderman Staton asked if he would like a community event line item and he said the idea of this is to keep it simple for the new people coming on. Alderman Staton said it would be best to add the line item now with a little money in it and amend it later than not have a line item at all. Alderman Saunders asked if the street loan was paid off and was told yes. Mayor Porter states that are in anticipation of repairing Ridge Road. Alderman Staton states that we cannot move any money that is comes in for street revenue into General or Water. Mayor states we can add line item in General for community activity for approx. $5000.00. Postage is not in gene. and that is used for m. outs of bills. Postage will be included. Mayor wants to utilize online banking for paying our bills, he was referred to City attorney regarding this. What is equipment line in General? Printers, copies, fax machines etc.… Mayor states to bump office supplies up to $5200.00. Discussion regarding the internet costs. Discussion regarding health insurance. If we have more than 5 full-time people, we must give them insurance. Alderman Staton states if all 4 FT employees want to take insurance it will be more than $21,000 a year. It was stated that if health insurance costs over $21,000 the possibility of having the employees pay part of the cost of the insurance.

The Recorder Treasurer asked if she is not available to write checks who will write checks. Mayor said he would pick up and write them. Mayor states that 2 clerks are not able to write checks, he does not want them to touch financials. They were hired for water office only. Discussed duties of the recorder of treasurer. Discussion regarding about bill paying and what is involved, RT asked if Mayor would ask his staff to indicate on the invoices what department that invoice should be charged to, gas receipts need to be turned in and signed and what vehicle fuel was put into. RT was told in the past that she could delegate the check writing to the clerks and did not even have to come to the meetings, but I have chosen to come to meetings and look over financials. Alderman Staton stated that in the past that there was 2 people in office who worked full time in the water and general fund. Alderman Saunders asked what would make it easier for you, you don’t have to tell me now but let’s look at that. Discussion about policy being created regarding invoices and receipts being turned in to the office or employee will be charged for the fuel.

Fire Budget

Is the $20,000 in equipment going to purchase a new fire truck? Alderman Saunders said yes it will be going to a new to us fire truck. Alderman Staton asked if there was a balance in ACT 833 and was told yes. Alderman Staton asked why there was no expense for gear and was told that that would be in the equipment expense line. City sales tax expense will cover a lot of needed equipment and supplies.

Police Budget

RT asked if 911 fees are budgeted and where were they budgeted in at. Mayor states that 911 fees are included in Dues and Subscriptions in general. We are going to have to look up a secure offsite to back up all data which will come out of the General Fund.

Water Budget

Projected income for water sewer and sanitation is $380,000.00. Alderman Saunders asked what is being done about the delinquent water bills, mayor states they will be shut off Monday if they have not paid. Alderman Kiser asked how many delinquent bills we have and mayor states there are several. There were about 50 customers that will be shut off if not paid by Monday. Estimated income includes the sanitation rates. There are no fuel expenses or trash service expenses and there is no room to pay for trash service. You will need to calculate your expenses for what we will be paying for trash services because it is calculated in the income from revenue. If we contract with a sanitation service, it will most likely be $18.00 per home and we would have to charge $20.00 per home. Discussion regarding water and sewer rates decreasing. There needs to be an expense line for trash service. There needs to be an expense line for postage for $2000 in water.

A motion was made to adopt Resolution 2023-01-27-1 the 2023 General, Police, Fire, Street and Water Sewer Sanitation except with the changes that were made with our discussion tonight by Alderman Donna Staton and seconded by Alderman Elam.

Roll Call:

Alderman Blaine Kiser yes

Alderman Jannie Elam yes

Alderman Joseph Saunders yes

Alderman Donna Staton yes

Alderman Aaron Bray yes

Alderman Cindy Looney yes

We are paying approx. 1885.00 weekly to river valley waste, and we need to decide how long we are going to be using them and we need to move some money from sanitation reserve to sanitation operations to pay this until we can decide what will be done with the sanitation service. $5310.00 has been paid for December and January. If we are going into February, we will need more money in this account. Mayor states he will be getting 3 bids for services to the city. We will need approx. 6 weeks of funds set aside to cover this. Mayor states we have a mechanic from High tec coming to look at the trash truck and is stating there is no compression in the engine and the fuel pump is installed and electrical is good, high-pressure sensor is messed up.

A motion was made to transfer $11,300.00 from Sanitation Reserve into Sanitation Operations was made by Alderman Jannie Elam and seconded by Alderman Blaine Kiser.

Roll Call:

Alderman Blaine Kiser yes

Alderman Jannie Elam yes

Alderman Joseph Saunders yes

Alderman Donna Staton yes

Alderman Aaron Bray yes

Alderman Cindy Looney yes

Mayor Report:

He will be collecting bids for trash services and will be presented to the council for consideration.

W2 was completed last night, Mayor called Veronica Robins down to help with this and was able to get all W2 completed. They will be mailed out today. 1099 were not done last night but we have given CSA access to server, and they were able to get information and they will be done today. Auditor came in today and basically the way some accounts are in CSA, let me start off with CSA is too powerful a program for the small amounts of money we deal with and it is convoluted, human error has been built up over time, some account lines that should have been in police were in fire and it made me nervous and so I called them to come take a look at and help clean it up or give pointers that need to be fixed. This is another reason behind the simpler budget. There has been a rumor going around that we were investigated for fraud and everything else.

A motion to adjourn was made by Alderman Jannie Elam and seconded by Alderman Blaine Kiser.

Roll Call:

Alderman Blaine Kiser yes

Alderman Jannie Elam yes

Alderman Joseph Saunders yes

Alderman Donna Staton yes

Alderman Aaron Bray yes

Alderman Cindy Looney yes

Mayor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Recorder Treasurer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_