

LEWISTOWN FINANCE COMMITTEE MEETING
March 27, 2018 at 6:00 p.m.

The Lewistown City Council met in the council chambers. Mayor Elmer Littlefield called the meeting to order at 6:00 p.m.

PRESENT: Alderman Clark, Kelley, Weese, Hough, Spotloe and Mayor Elmer Littlefield. Also present: City Treasurer Debbie Brown, City Administrator Amanda Woodruff, City Clerk Cindy Goddard, Steve Adams and Gary Shawgo.

Meeting to discuss 7 year projected budget, fiscal year is May 1 to April 30.

Alderman Clark said Amanda Woodruff did a really good job of breaking the budget down. Amanda said it is broke down between revenue and expenses. Buildings and Grounds is over budget because of putting new roof on city building. She went thru each department in the general fund they are the street department (down, police department (down), utilities, buildings and grounds (up), administration (up this includes pay increases), water department should be up, waste water needs to have in increase charge. The city has been saving \$5,000.00 a year, needs to be used on a new clarifier. DUI money goes for new vehicle and equipment. Motor Fuel Tax revenues are around \$60,000.00. Tax Increment Fund will have about \$86,000.00 put in like always, projecting decrease. Tourism expenses bumped up a little to do some improvements to Visitors Center. Recycling contract stays the same.

Meeting was adjourned at 6:23 p.m.

LEWISTOWN CITY COUNCIL MEETING
DATE March 27, 2018

The Lewistown City Council met in regular session in the council chambers. Mayor Elmer Littlefield called the meeting to order at 6:30 p.m. with the Pledge of Allegiance.

ROLL CALL: PRESENT: Aldermen Clark, Kelley, Weese, Hough, Spotloe and Mayor Elmer Littlefield. Also present: Wendy Martin from the Fulton Democrat, Larry Eskridge from Canton Daily Ledger, City Treasurer Debbie Brown, City Administrator Amanda Woodruff, City Clerk Cindy Goddard, Public Works Director Gary Shawgo, City Attorney Nathan Collins, Darin Clarke Marshall Winstead, Hannah Weher, Catalina Dominick, Roger Clark and Steve Adams. **ABSENT:** Alderman Burget.

DECLARATION OF QUORUM by Mayor Elmer Littlefield

CLERKS REPORT/MINUTES: Cindy Goddard.

Alderman Spotloe made a motion to approve the minutes of March 13, 2018, second by Alderman Kelley roll call vote, the motion carried all ayes.

TREASURER'S REPORT: Debbie Brown. Debbie has nothing new to report.

BILLS:

Alderman Clark made a motion to approve all bills properly endorsed; Seconded by Alderman Weese roll call vote, the motion carried with all ayes.

PUBLIC COMMENTS AND PETITIONS: None

ATTORNEY'S REPORT: Attorney Nathan Collins. Nothing at this time.

ENGINEER'S REPORT: Keith Plavec. No Engineer present.

COMMITTEE REPORTS:

Finance – Alderman Clark: Nothing to report already went over budget.

Sewer – Alderman Burget: Absent. Per Gary Shawgo stated they can get replacement parts for the WWTP Gate Valves, a lot cheaper than replacing all.

Street & Alley – Alderman Hough: Nothing to report.

Police/ESDA – Alderman Spotloe: Nothing to report.

Water – Alderman Weese: Nothing to report.

Utilities/Publications – Alderman Kelley: Nothing to report.

Buildings and Grounds – Alderman Kelley: He stated the Entrance Rock on US 24 was removed. The David Levingston was asked if he could be placed on their property. They are all right with placing it on their property may need to get variance from state highway department. Mayor Littlefield had received a letter from an attorney to remove the stone from the property it was on.

Tourism – Mayor Littlefield: Music in the park is booked for the summer.

OLD BUSINESS:

- A. Discuss/Approve Fulton County Farm Bureau TIF Application – Asking for \$33,845.00, total unallocated is \$21,477.83. Mayor believes we need to support

the Farm Bureau. Usually give about half, total project about \$54,000.00. Motion by Alderman Spotloe to give \$17,000.00 in grant, second by Alderman Kelley, roll call vote, motion carried all ayes.

NEW BUSINESS:

- A. Discuss/Approve Leander Construction Final Pay Request and Change Order – Leander Construction put in Wastewater treatment plant bypass slow clarifier floor rehab. \$1,932.00 final amount. Alderman Spotloe made a motion to approve Leander Construction Final Pay Request and change order, second by Alderman Clark, roll call vote, motion carried all ayes.
- B. Discuss/Approve Placement of UPS Box by Courthouse – The request was by UPS. Alderman Kelley spoke to Bill with the County, the Sheriff and UPS regarding this. The UPS box will be on county property not city, it will be up against sidewalk on south side of courthouse. Will be up to county not city.
- C. Discuss/Approve Bear Genetics Pre-Annexation Agreement – Attorney said city needs to publish notice 30 days in advance before meeting, this is an agreement that needs approved good for 20 years. A formality. Table at this time.
- D. Discuss/Approve Meter Project Proposals – Last meeting was a brief overview of the three companies the city has been looking for at the last eight months. Each vendor had a breakdown of 20 year project. 1) Core & Main, only 1 antenna would not cover entire area, if went down it would be down 8 days. Have to use their system. Other 2 have 5 antennas. 2) Suez, only 15 years warranty, hosting system and fees to expensive. 3) Delta is more advanced so it does not drain the batteries, as a non hosting system, has 5 antennas, and so sends reading directly to City Hall server. The meters should last 20 or 21 years. This system alerts the city building when someone has a water leak. The Mayor, Gary Shawgo and Amanda are suggesting go with Delta a non hosting system, most economical and efficient. Mayor wants to take out the installation fee. Contacted G & M Mechanical to install the meters, they have agreed to install the meters. T & M not to exceed each meter. The City would install the pit meters, G & M will contact the individuals to schedule the installation time. The individual will have to pay for the curb stop of \$100.00 if needed. The mayor went to all the banks in town, to get the lowest rate for the \$600,000.00 loan for 10 or 12 years, the mayor collected the four envelopes with the rates for the loan. Prairie State Bank & Trust was lowest, 3.24% fixed rate, deferred payment for one year. The mayor thanked each loan officer for submitting a proposal. The Mayor wants to get started on this project as soon as possible. Alderman Kelley stated that the streets are crumbling, water and waste water all need maintenance at this time, this is a lot of money to spend, not sure if city can afford this project at this time. The mayor thinks the city can recoup the money with the new meters. Alderman Spotloe agrees with Kelley but need to start infrastructure and does believe it will recoup the money and do need the new meters, most meters probably aren't

- reading correctly and will continue to loose money on them. Maybe get grants for new sewer lines. Alderman Kelley made a motion to get the Delta Engineering Sales for the water meters with a non hosting system, second by Alderman Spotloe, roll call vote, motion carried all ayes.
- E. Discuss/Approve Financing for meter Project – Mayor Littlefield discussed the loan with all four banks and explained to them the lowest sealed bid would get the loan. Steve Adams from Ipava Bank stated that they have stepped up and raised rates on previous accounts for the city; he also stated the bank appreciates all the business the city gives them. Alderman Hough made a motion to get the \$600,000.00 loan with Prairie State Bank & Trust with a 3.24% fixed rate, second by Alderman Kelley, roll call Alderman Spotloe No, Alderman Hough yes, Alderman Weese yes, Alderman Kelley yes, Alderman Clark No and Mayor Littlefield yes, motion carried.
- F. Discuss FY2019 Budget - draft working budget, all alderman want to get it passed before fiscal year starts. It has an increase of 3 to 5% up to year 2025.
- G. Closed Session, approve March 13th Minutes - No closed session.

ADJOURNMENT:

Alderman Kelley made a motion to adjourn at 7:50 p.m.; Seconded by Alderman Clark motion carried all ayes.

Cindy Goddard, City Clerk