

Minutes
Finance and Policy Committee
August 3, 2020
6:00 p.m.
4th committee meeting

Members present were Chairman Michael Reynolds, Committee members Diane Kuzniar, and Carol King. Holly Abercrombie, Finance Director, HR Director Mark Putnam, and Brandon Madden, City Administrator were also present.

1. Call to Order- Chairman Reynolds

2. Public Comment- None

3. Reading and Approval of Minutes

- a. Finance Committee Meeting: July 6, 2020
Councilwoman King made a motion to approve the minutes with Councilwoman Kuzniar seconding. The vote was unanimous (3-0).

4. Reports or Communications from City Officers

- a. Department Reports

City Administrator Brandon Madden- None
Budget Review

Finance Director Holly Abercrombie
Budget Review

Mrs. Abercrombie said the numbers for last fiscal year are being finalized and should be sent to Council soon.

HR Director Mark Putnam

Mr. Putnam reported that evaluations will now be done once a year.

5. Unfinished Business

6. New Business

- a. Approval of Resolution for Master Lease
Committee is requested to recommend to City Council approval of a Resolution authorizing a lease/purchase agreement, series 2020 in the principal amount of not exceeding \$707,000 relating to the financing of vehicles and equipment to be used for municipal purposes.

Councilwoman King made a motion to forward the resolution to City Council not to exceed \$707,000. Councilwoman Kuzniar seconded the motion and the vote was unanimous (3-0).

- b. Audio-Visual System Upgrades for Council Chambers- The Council Chambers a/v equipment needs to be upgraded. An RFP was issued for audio/visual improvements on July 15, 2020 and closed on July 29, 2020. The City received proposals from 4 firms: WH Platt, FUSION Commercial AV, Eastern AV & Sharp. All of the proposals were reviewed by an Evaluation Committee and based on the ranking of the proposals, WH Platt was the lowest most responsive bidder.

Councilwoman King made a motion to send this item to Council with a recommendation to award the bid to WH Platt. Councilwoman Kuzniar seconded the motion. Chairman Reynolds said he liked the option in FUSION's proposal that allowed for electronic voting. He asked if that would be an option with WH Platt. Mr. Madden answered yes, Platt has a module that allows for the same thing. It is an extra cost, but their bid is significantly lower than the approved budget. The vote was unanimous (3-0).

- c. Motion to go into Executive Session for the consideration of a personnel matter as allowed by State Statute Section 30-4-70 (a)(1)

Councilwoman Kuzniar made a motion to go into executive session. Councilwoman King seconded. The vote was unanimous (3-0).

Chairman Reynolds reconvened the committee meeting. Councilwoman King reported no action was taken and no decisions made.

- d. Possible action on items discussed in executive sessions- None

7. Public Comment

Rollie Hyust- The audio in the courtroom. I wear hearing aids. I turn them off. You can't hear what is going on. When you get the new system, I hope there will be a bunch of speakers around.

Chairman Reynolds said he thinks the proposal is for 18-19 speakers.

8. Committee Concerns- None

9. Adjourn- Chairman Reynolds adjourned the meeting.

Respectfully Submitted,
Cindy Miller
Municipal Clerk