

**MINUTES**  
**FINANCE AND POLICY COMMITTEE MEETING**  
**JANUARY 2, 2024, 6PM**  
**CITY HALL - COUNCIL CHAMBERS 5 E. BUTLER ROAD**  
1<sup>st</sup> committee meeting

Committee Members present: Chairman Michael Reynolds, Committee members Taft Matney and Carol King.

Others present: HR Director Mark Putnam and City Administrator Seth Duncan

**1. Call to Order-** Chairman Reynolds

**2. Public Comment-** None

**3. Reading and Approval of Minutes**

a. Finance Committee Minutes-November 6, 2023

**Motion:** Councilwoman King made a motion to approve the minutes.  
Chairman Reynolds seconded the motion.

Councilman Matney did not vote since he was not a member of this committee at the last meeting.

**Vote:** The vote was unanimous (2-0).

**4. Reports or Communications from City Officers**

a. City Administrator Seth Duncan

Mr. Duncan reported Hometown Legislative Action Day is Tuesday, February 6<sup>th</sup> in Columbia.

The Council meeting this month will move to January 16<sup>th</sup> from January 15<sup>th</sup>, which is the Martin Luther King Jr. Holiday.

Finance Director Abercrombie was still on vacation. Mr. Duncan reported property tax revenues have started coming in.

b. Finance Director Holly Abercrombie

c. HR Director Mark Putnam

Mr. Putnam reported the comp/class plan was implemented, Juneteenth was added, and the new FLSA/Comp time policy was implemented last year. The personnel policy will be looked at during the first quarter of the year. Councilwoman King said she looked forward to going through the personnel policy again. The current version was adopted four years ago.

**5. Unfinished Business-** There is no unfinished business.

**6. New Business-** There is no new business.

**7. Public Comment-** None

**8. Committee Concerns-** None

**9. Adjournment-** Chairman Reynolds adjourned the meeting at 6:06 p.m.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk