

MINUTES
FINANCE AND POLICY COMMITTEE MEETING
OCTOBER 6, 2025, 6PM
CITY HALL - COUNCIL CHAMBERS 5 E. BUTLER ROAD
4th committee meeting

Committee Members present: Michael Reynolds (Chair), Members Carol King and Taft Matney

Others present: Others present: City Administrator Seth Duncan, Finance Director Holly Abercrombie, HR Director Mark Putnam, and Assistant City Administrator Greg Saxton

1. Call to Order- Chairman Reynolds

2. Public Comment- None

3. Reading and Approval of Minutes

a. Finance Committee Minutes-August 4, 2025

Motion: Councilman Matney made a motion to accept the minutes with Councilwoman King seconding.

Vote: The vote was unanimous (3-0).

4. Reports or Communications from City Officers

a. City Administrator Seth Duncan- No report

b. Finance Director Holly Abercrombie- Ms. Abercrombie reported the City had received SCORF funds as well as two payments from FEMA.

The auditors were onsite Wednesday and will attend November's Council meeting to present their findings.

c. HR Director Mark Putnam- Mr. Putnam reported to committee that the Employee Health Day introducing the City's new Employee Assistance Program went well.

5. Unfinished Business- None

6. New Business-

a. City Council Rules and Procedures

Council last revised City Council Meeting Rules and Procedures in 2005 and recently held a workshop to discuss potential changes. The proposed changes focused on clarifying public comment periods to reflect the will of Council. The changes being proposed provide clearer guidelines for the presiding officer to allocate up to 5 minutes per speaker or less

time if appropriate.

Motion: Councilwoman King made a motion to forward this item to Council with Councilman Matney seconding.

Vote: The vote was unanimous (3-0).

7. Public Comment- None

8. Committee Concerns- None

9. Adjournment- Chairman Reynolds adjourned the meeting at 7:41 p.m.

Respectfully Submitted,
Cindy Miller
Municipal Clerk