

Minutes and Proceedings of the City
Council of the City Of Emily in the
County of Crow Wing, State of Minnesota

August 26, 2008

**SPECIAL BUDGET MEETING
RECESS TO AUGUST 28, 2008**

The Emily City Council met for a Special Meeting on Tuesday, August 26, 2008 Council Chambers and it was called to order by Mayor George Pepek at 10:00 a.m. Council members Gerhart Hanson, Joan Hite, Dan Barrett, and Kent Rees were present. City Clerk, Pat Kestner, was also present.

The purpose of the Special Meeting was to formulate the proposed budget to be considered for the year 2009.

Copies of the proposed General Fund budget report were reviewed item by item. The changes made to receipts were: Non-Business Licenses & Permits decreased \$10,000.00 to \$20,000.00 due to lack of permits needed, decreased Fire Aid to \$2,000.00 from \$5,000.00, decreased Police to \$2,000.00 from \$12,920.00 due to Fifty Lakes choosing not to use the Emily Police Department and decreased Fire Protection from \$30,000.00 to \$9,200.00 and EMS Charges from \$7,000.00 to \$3,000.00 due to change in percentage charged to the townships and Ross Lake Township no longer using Emily.

Other significant changes made in disbursements: Mayor increased transportation/Misc. from \$500.00 to \$600.00. Did not need to budget for Elections since 2009 is not an election year. Clerk's office: Transportation increased from \$1,800 to \$2,000, Dues increased from \$300 to \$320, Education from \$1,000 to \$1,500, Office equip & Furnishing increased from \$1,605 to \$2,700, the phone lease ends in 2009. Zoning & Planning: Wages increased from \$14,000 to \$14,500, increased P&Z Commissioner pay to \$45 per monthly meeting and \$20 for special meeting for a total of \$3,300 from \$3,000, Professional Services increased from \$37,000 to \$51,000 which includes \$6,000 earmarked for updating the Comprehensive Plan, increased postage from \$100 to \$150, Printing & Binding increased from \$500 to \$750, Education increased from \$100 to \$200, and Office Equip & Furnishing from \$605 to \$700. Police: Wages increased from \$46,000 to \$50,000 which includes Deputy Clerk's hours in Police office, Operating Supplies (Fuel) decreased from \$6,000 to \$5,500, Repair & Maint. Supplies decreased from \$3,000 to \$2,500, Transportation decreased \$750 to \$300, Postage increased from \$250 to \$300, Office Equip & Furnishing increased from \$500 to \$2,000 with \$1500 earmarked for a new office computer, other Equipment increased from \$1,000 to \$1,500. Uniforms were added \$1,100. Fire: Operating Supplies (Fuel) increased from \$600 to \$1,000, Repair & Maint. Supplies increased from \$5,000 to \$5,500, Small Tools & Minor equip increased from \$1,500 to \$2,000, Utility Services increased from \$4,000 to \$5,500, Other Equipment increased \$1,500 to \$3,000, Street Signs increased from \$1,000 to \$1,500, Animal Control increased from \$2,500 to \$3,000, 1st Response: Wages decreased from \$6,000 to \$5,000. Maintenance-Shop: Wages increased from \$30,000 to \$35,000, Utility Services increased from \$5,000 to \$8,000, Highways, Streets & Roadways: Wages increased from \$37,500 to \$44,150, Operating Supplies (fuel) increased from \$7,500 to \$10,000, Contract Services decreased from \$45,000 to \$25,000, Other Equipment increased from \$2,500 to \$5,500, Misc. cap outlay/cds increased from \$6,000 to \$11,500 to save for future resurfacing, Street Lighting increased from \$2,500 to \$3,000. Parks: Wages increased from \$9,400 to \$11,600, Repair and Maint. Supplies from \$500 to \$1,500, Improv other than Bldg increased from \$2,500 to \$9,000 due to purchase of an ADA park table and three new park tables. Cemetery Wages increased from \$7,000 to \$8,100, Unallocated Expenditures PERA increased from \$10,000 to \$11,000, Insurance-Unallocated Employer Paid Insurance increased from \$32,200 to \$45,000 and Insurance increased from \$22,000 to \$25,000. The disbursements increased from \$685,851.00 to \$787,175.00, approximately a 15% increase, with the General Property tax increase of approximately 27%.

There were no changes to Council \$12,800.00, Audit \$9,700.00, Legal Services \$15,000.00, Civil Defense \$530.00.

Copies of the 2009 Proposed Sewer Budget report were examined item by item. There were changes to the proposed receipts which totaled \$196,500 from \$180,169.25. The proposed disbursement changes included an increase in wages & salaries from \$6,250.00 to \$12,000.00. Decrease in Office Supplies from \$1,000 to \$500, decrease in Operating Supplies from \$500 to \$250. There was an increase in Repair and Maint. Supplies from \$1000 to \$3,500, decrease in Chemicals from \$2,000 to \$500, contract services from \$23,500.00 to \$24,500, Inspection Fee decrease from \$1,000 to \$300, decrease in MPCA fees from, \$1,000 to \$505 decrease in Utility Services from \$2,000 to \$750. Increase in Maintenance Agreements from \$770 to \$8,630, LAB testing from \$2,000 to \$3,500, increase in Office Equip and

Furnishing from \$1,000 to \$1,400 and an increase in misc. cap outlay/cds from \$5,000 to \$10,000. The General Fund provided dollars to the Sewer Fund and will need to be repaid which added \$10,000.00 to the total disbursements. There was a change in the total disbursements, from \$180,819.25 to \$196,506.00, approximately a 9% increase with the General Property tax increase of approximately 11% increase.

The meeting recessed at 2:00 p.m. to August 28, 2008.

The meeting reconvened on August 28, 2008 at 10:00 a.m. Council members George Pepek, Gerhart Hanson, Joan Hite, Dan Barrett, and Kent Rees were present. City Clerk, Pat Kestner was also present.

The purpose of this meeting was to continue the special budget meeting regarding the 2009 budget and to approve a new full time maintenance worker.

Copies of the General Fund adjusted Budget was presented to the Council and each item again was reviewed. Additional changes to the receipts was Fire Aid from \$5,000.00 to \$10,000.00.

Changes to the Disbursements were: Legislative wages and Salaries decrease from \$10,000 to \$9,000, Mayor Wages and Salaries increase from \$3,000 to \$3,300, monthly raise to \$250 from \$209, City Hall Repair & Maint. Supplies decrease from \$3,000 to \$2,500, remain the same as 2008, Communication decrease from \$500 to \$400, same as 2008, Highways, Streets & Roadways Repair & Maint. Supplies decrease from \$8,000 to \$7,000. Parks Repair and Maint. Supplies increase from \$1,500 to \$3,500, Improv Other than Bldg decrease from \$9,000 to \$7,000. Cemetery Utility Services decrease from \$350 to \$300.

Changes to the Disbursements in the Sewer Fund were: Operating Supplies decreased from \$250 to \$100, Chemicals decreased from \$500 to \$100, Contract Services decreased from \$24,500 to \$24,200.

The Council requested the increase of the Operating Supplies, 12% increase for fuel, and Utility Increase, 44% increase for propane and electric, should be included in the minutes and information given to residents. The Mayor's wages and Salaries were increased after eleven years of no increase and possibly the Council will receive an increase in the 2011 budget. The overall General Fund and Sewer Fund Property Tax increase is 20%.

The budget will be updated and presented to the Council at the September 10, 2008 Council meeting for approval.

COUNCILMEMBER REES MADE THE MOTION TO APPROVE BRIAN GLENZ AS THE NEW FULL TIME MAINTENANCE WORKER PENDING DOT PHYSICAL AND DRUG TESTING. COUNCILMEMBER HITE SECONDED AND MOTION CARRIED.

Meeting adjourned at 12:20 p.m.

Respectfully Submitted,

Patricia Kestner
City Clerk