

FINANCE MEETING

JANUARY 8, 2024

5:00 P.M.

Those in attendance were, Alan Griffin, Justin Lawson, Warren Myers, Jason Myers, Will Cline, Carze Brown and taking minutes was Debbie Cornell, the meeting was called to order.

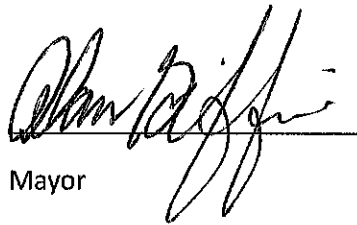
The finance committee approved the bills and payroll.

Justin Lawson made the motion to approve the December 22, 2023 minutes with correction that Alan Griffin was in attendance, Warren Myers made the second and all agreed.

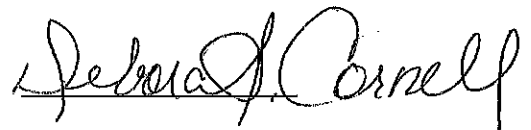
Mayor Griffin said that the committee will discuss finance time when all are in attendance.

Carze Brown said he needs 2 back tires for his truck but has not had time to get prices yet.

Justin Lawson made the motion to adjourn, Jason Myers made the second and all agreed, motion carried. The meeting was over at 5:32 p.m.



May 09



City Clerk

FINANCE MEETING

JANUARY 22, 2024

5:00 P.M.

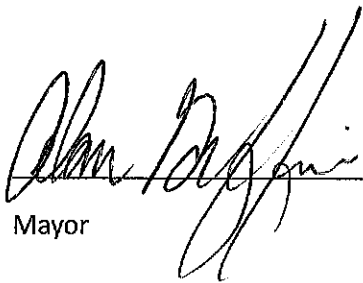
Those in attendance were, Alan Griffin, Justin Lawson, Warren Myers, Jason Myers, Brenda Cupp, Clint Worley and taking minutes was Debbie Cornell, the meeting was called to order.

The finance committee approved the bills and payroll.

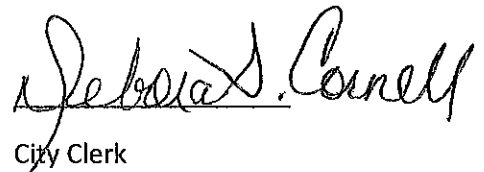
Justin Lawson made the motion to approve the January 8, 2024 minutes, Jason Meyer made the second and all agreed. Motion carried.

Cindy Myers requested the payment of the petting zoo for May 25 for \$375. Justin Lawson made the motion to allow the expenditure, Jason Myer made the second Warren Myers abstained and all others approved. Motion carried.

Warren Myers made the motion to adjourn, Jason Myers made the second and all agreed, motion carried. The meeting was over at 5:12 p.m.



Alan Griffin
Mayor



Deborah S. Cornell
City Clerk

FINANCE MEETING

February 5, 2024

5:00 P.M.

Those in attendance were, Alan Griffin, Justin Lawson, Warren Myers, Carze Brown and taking minutes was Debbie Cornell, the meeting was called to order.

The finance committee approved the bills and payroll.

Carze Brown told the committee that for the F150 and he will need 2 tires Hunter Tire price per tire \$149.75 mounted and balanced \$149.75, Jackson Tire \$170.00 per tire and Discount Tire \$130.00 per tire. He told the committee that Discount Tire is a cheaper tire. Justin Lawson made the motion to approve Hunter Tire, Warren Myers made the second and all agreed.

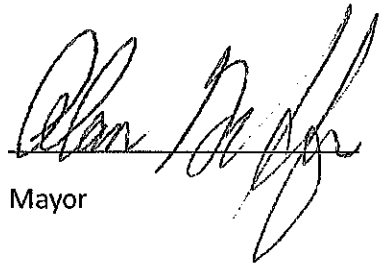
Jason Meyer joined the meeting at 5:20 p.m.

Will Cline told the committee that he has 2 bids for the gym floor at this time and is waiting for the 3rd to send to the insurance.

Justin Lawson made the motion to accept the January 22, 2024 minutes, Warren Myers made the second and all agreed. Motion carried.

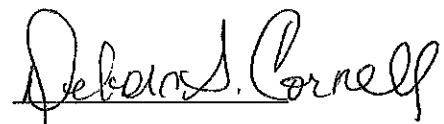
Justin asked if Will Cline had heard when Liberty will be moving the pole. Will Cline told the committee that it would be in the middle of the week.

Justin Lawson made the motion to adjourn, Jason Myers made the second and all agreed, motion carried. The meeting was over at 5:49 p.m.



Alan Griffin

Mayor



City Clerk

FINANCE MEETING

February 19, 2024

5:00 P.M.

Those in attendance were, Alan Griffin, Justin Lawson, Warren Myers, Jason Meyer, Will Cline, Carze Brown and taking minutes was Debbie Cornell, the meeting was called to order.

The finance committee approved the bills and payroll.

Will Cline gave the committee an update on the Gym and the Well.

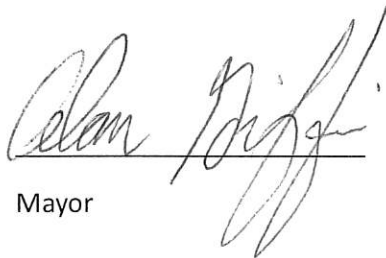
Warren Myers made the motion to accept the February 5, 2024 minutes, Justin Lawson made the second and all agreed. Motion carried.

Carze Brown told the committee that the hose and hydraulic oil will be over \$300 on the backhoe. Jason Myers made the motion to fix the backhoe, Justin Lawson made the second and all agreed. Motion carried.

Carze Brown told the committee that Amanda Colombo gave her notice that she will be leaving on the 4th of March.

The committee asked will to get some applications going.

Warren Myers made the motion to adjourn, Justin Lawson made the second and all agreed, motion carried. The meeting was over at 5:41 p.m.



Alan Griffin

Mayor



City Clerk

FINANCE MEETING

MARCH 4, 2024

5:00 P.M.

Those in attendance were, Alan Griffin, Justin Lawson, Warren Myers, Brenda Cupp, Will Cline, Carze Brown, Clint Worley and taking minutes was Debbie Cornell, the meeting was called to order.

The finance committee approved the bills and payroll.

Will Cline gave the committee an update on the Gym and the Well.

Warren Myers made the motion to accept the February 19, 2024 minutes, Justin Lawson made the second and all agreed. Motion carried.

Carze Brown told the committee that lines were clogged and when it went to push the water through after the repair it clogged the lines and PAR had to get a plumber at the cost of \$124.77. Warren Myers made the motion to pay the bill, Justin Lawson made the second and all agreed. Motion carried.

Carze Brown told the committee that Amanda Colombo gave her notice that she will be leaving on the 4th of March.

Will Cline told the committee that the fencing will need to go to the council.

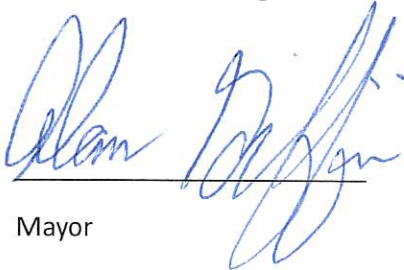
Carze Brown told the committee that his small generator for tools on site is not working properly. Sams has a 1800 watt for \$400 Harbor Freight has a 2000 watt for \$599 but will be on sale starting Friday for \$499 and they also have a 1400 watt for \$450. Justin Lawson made the motion to get the 2000 watt on Friday for \$499, Warren Myers made the second and all agreed. Motion carried.

Carze Brown told the Committee that he only has 2 bids on the tree removal on Main Street. He will bring back at the next meeting with another bid.

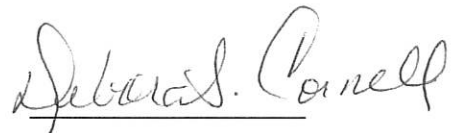
Carze Brown said that he is getting concrete bids for 5th Street but that will have to come before the council.

Justin Lawson said to get a Saturday and he will work on the picnic tables along with any volunteers.

Warren Myers made the motion to adjourn, Justin Lawson made the second and all agreed, motion carried. The meeting was over at 5:30 p.m.

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Mayor

A handwritten signature in blue ink, appearing to read "Deborah S. Cornell", written over a horizontal line.

City Clerk

FINANCE MEETING

MARCH 18, 2024

5:00 P.M.

Those in attendance were, Alan Griffin, Justin Lawson, Jason Meyer, Will Cline and taking minutes was Debbie Cornell, the meeting was called to order.

The finance committee approved the bills and payroll.

Will Cline gave the committee an update on the Gym that No Limit Flooring will start work on April 8, 2024.

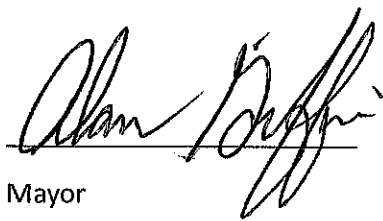
The committee was told that in order to call for the water meter bond to be paid off Will Cline had to send a demand letter to pay off along with the balance of the check dated August 1 made out to Carrie Mckliney.

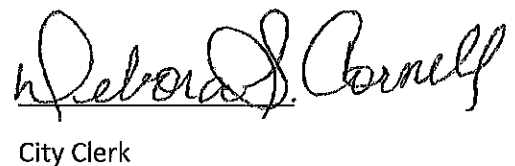
Justin Lawson made the motion to accept the February 19, 2024 minutes, Jason Meyer made the second and all agreed. Motion carried.

Will Cline told the committee that Carze ca get a 55 gallon of weed killer for 1749.45 which includes shipping. This will be a three year supply saving over \$500. Will Cline told the committee that Carze had sold some of the old meters today for \$2,265. Jason Meyer made the motion for Carze to purchase the weed killer, Justin Lawson made the second and all agreed. Motion carried.

Will Cline told the committee that one candidate has been hired from applications filled out and one through express employment for Public Works.

Jason Meyer made the motion to adjourn, Justin Lawson made the second and all agreed, motion carried. The meeting was over at 6:20 p.m.


Mayor


City Clerk

FINANCE MEETING

April 1, 2024

5:00 P.M.

Those in attendance were, Alan Griffin, Justin Lawson, Jason Meyer, Warren Meyers, Brenda Cupp, Will Cline, Carze Brown and taking minutes was Debbie Cornell, the meeting was called to order.

The finance committee approved the bills and payroll.

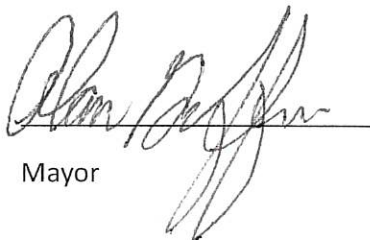
Warren Myers made the motion to accept the minutes, Justin Lawson made the second and all approved, motion carried.

Justin Lawson made the motion to pay for any council \$30 that would like to or be able to go to the training in Springfield on Friday May 10 in Springfield presented by Lauber Law, Brenda Cupp made the second and all agreed. Motion carried.

Next there was tree bids for 618 Main Street. Nelson was take down and haul away \$800 stump removal \$200. Dudley take down remove and stump removal 1080. Hernandez Take down and remove \$1400 no stump removal. Brill take down and remove \$850 Drop and leave \$650 no stump removal. Justin Lawson made the motion to go with Steve Nelsons bid, Brenda Cupp made the second, all agreed, motion carried.

Cindy Meyers told the committee that Comet Park had some vandalism on the electric and the new tables. Mayor Griffin said he got degreaser and took of the graffiti. Justin Lawson made the motion to purchase cameras up to \$500 for the park, Warren Myers made the second and all agreed. Motion carried.

Warren Myers made the motion to adjourn, Justin Lawson made the second and all agreed, motion carried. The meeting was over at 5:55 p.m.



Mayor



City Clerk

Finance Committee

April 15, 2024

5:00 P.M.

In attendance were; Justin Lawson, Warren Myers, Alan Griffin, Jason Meyer, Clint Worley (Police Chief), Carze Brown (Public Works Director), Will Cline (City Administrator) and Kaylee Nash (City Clerk) taking minutes. Absent from the meeting was Brenda Cupp.

The meeting opened with the committee approving all bills and payroll.

Alan Griffin makes a motion to accept the minutes from last month meeting, Jason Meyer seconded the motion. 4 Yes 0 Nays 1 Absent **motion carries.**

Chief Worley brought an issue to the board. One of the patrol cars has been having A/C issues and it has finally gone out. He is requesting to have it sent to the shop to be repaired, he received 2 bids; one from J&M Muffler in Webb City and one from Mealmans here in Cartersville. Both bids were within \$50.00 of each other but Mealmans could get the car in next day and J&M was at least 2 weeks out. Warren Myers made a motion to support local business and choose Mealmans since they are in town, Justin Lawson made the second. 4 Yes 0 Nays 1 Absent **motion carries.**

Carze Brown is needing to order signs; 4 stop signs, 4 speed limit signs and 1 parking sign. He would like to order from safetysigns.com whom we have ordered from in the past. Jason Meyer made the motion to allow public works to purchase signs from safetysigns.com, Justin Lawson seconded. 4 Yes 0 Nays 1 Absent **motion carries.**

City Administrator would like to purchase a couple more crowd control barriers. He will need to purchase them but will get a partial reimbursement back. Jason Meyer made a motion to purchase the barriers, Justin Lawson seconded. 4 Yes 0 Nays 1 Absent **motion carries.**

Alan Griffin brought up the procurement policy and some issues with the current policy that should be addressed. Due to the cost of inflation and construction prices he feels that we should raise the limit and discuss other changes to the policy. He wants it put on the agenda for the next meeting.

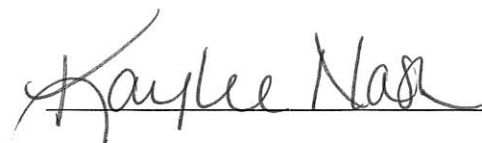
Jason Meyer also spoke up questioning the time slot that we meet for finance, due to the time being 5:00 he struggles to make it on time and he is not the only committee member with this issue. He requested they move the meeting to 5:30 to better accommodate the committee members. Alan accepted and agreed, he directed Kaylee Nash to post the meeting and agenda on April 29, 2024 to begin at 5:30 pm.

Alan Griffin asked the room if there was anything else, when no one responded he Motioned to adjourn.

Meeting Closed 05:20 pm.



Mayor Alan Griffin



City Clerk Kaylee Nash

Finance Committee

April 29, 2024

5:00 P.M.

In attendance were; Justin Lawson, Warren Myers, Alan Griffin, Jason Meyer, Carze Brown (Public Works Director), Will Cline (City Administrator) and Kaylee Nash (City Clerk) taking minutes. Absent from the meeting was Brenda Cupp.

The meeting opened with the committee approving all bills and payroll.

Warren Myers comments that his name was misspelled in the minutes from April 15, 2024. Warren made the motioned to approve the minute from April 15, 2024 with the correction, Jason Meyer seconds the motion. 4 Yes 0 Nays 1 Absent **motion carries**.

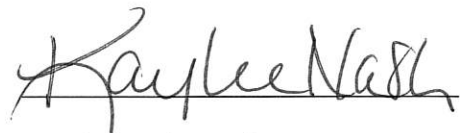
Carze Brown is needing 2 new tires for the Kubota Bobcat. He thinks \$700.00 at Jackson Tires should cover it, that is where they were purchased from last time. Jason Meyer motioned to let him go purchase the tires from Jackson Tire, Justin Lawson seconded. 4 Yes 0 Nays 1 Absent **motion carries**.

Alan Griffin asked the room if there was anything else, when no one responded he Motioned to adjourn.

Meeting Closed 05:14 pm.



Mayor Alan Griffin



City Clerk Kaylee Nash

Finance Committee

May 13, 2024

5:00 P.M.

In attendance were; Justin Lawson, Warren Myers, Alan Griffin, Jason Meyer, Will Cline (City Administrator) and Kaylee Nash (City Clerk) taking minutes. Absent from the meeting was Brenda Cupp.

The meeting opened with the committee approving all bills and payroll.

Warren Myers motions to accept the minutes from the April 29, 2024 meeting, Justin Lawson seconds the motion. 4 Yes 0 Nays 1 Absent **motion carries.**

Upon review of payroll Chief Worley realized he was over paid by \$44.00 on a previous payroll, he asked what the committee would like to do. Warren Myers makes the motion to forgive the overpayment due to the low dollar amount, Jason Meyer made the second. 4 Yes 0 Nays 1 Absent **motion carries.**

Mayor Griffin informed the committee that we have been given notice that the City Audit has been approved and we are waiting on a date to be set by the State Auditors Office. The committee discussed the fee associated and how we intend to cover the cost.

Justin Lawson would like to see some kind of report showing what money came in and what money was paid out. He would like some kind of break down of what departments use money and what kind of balances each fund has.

Carze brought up the purchase of the whistle for the South Pine Street property, the committee would like to wait on any decision until they can look more thoroughly at the project.

City Administrator Cline brings the current tax issues to the committee informing them of the progress he has made in resolving the missing forms and trying to get a final count of the past due taxes.

City Administrator Cline also brings a payroll issue, there have been several employees that the previous City Clerk had not been holding out the proper amounts for Liberty Insurance. The employee's profiles were not updated on January 1, 2024 to reflect the new amount that should have been held out and paid into Liberty Insurance. Justin Lawson would like a total amount that was paid in and a total amount that was withheld. The committee wants to have the employees set up payment plans to pay back the amount that was shorted.

Alan Griffin asked the room if there was anything else, when no one responded he Motioned to adjourn.

Meeting Closed 6:20 pm.



Mayoral signature of Alan Griffin.

Mayor Alan Griffin



Handwritten signature of Kaylee Nash.

City Clerk Kaylee Nash

Finance Committee

May 30, 2024
5:29 P.M.

In attendance were; Justin Lawson, Brenda Cupp, Alan Griffin, Jason Meyer, Will Cline (City Administrator), Carze Brown (Public Works Director) and Kaylee Nash (City Clerk) taking minutes. Absent from the meeting was Warren Myers.

The meeting opened with the committee approving all bills and payroll.

Jason Meyer motions to accept the minutes from the May 13, 2024 meeting, Justin Lawson seconds the motion. 4 Yes 0 Nays 1 Absent **motion carries.**

Carze Brown updated the committee on the prices for Cintas to provide and clean Public Works uniforms, he determined that ultimately it will not be cost effective and has decided not to move forward. He is wanting to send the 1 ton to Rick Smith to put the flywheel on it, there is no cost estimate at this time. He is requesting permission to spend \$2,500 initially and then a second payment of \$2,500 to purchase a salt dog and plow from Oronogo, to replace the one we have that is not functional.

- The board discussed options for ways to reduce the cost of repairs and ways to try to make equipment last better.
- Questions were brought up about hiring additional employees to help Public Works stay on top of tasks like vegetation control or maybe out sourcing by hiring a landscape company to maintain vegetation so Public Works can dedicate more time to other projects.
- Justin Lawson wondered what the salt truck could need repaired now, he recalls having both salt trucks repaired last year right before winter also. Our current salt dog has vibrator issues that needs addressed and the one he is looking to purchase is much larger than the one we currently have.
- There was discussion over which option is more cost effective; fixing the one we currently have or buying a newer one.
- Alan Griffin would hate to spend that kind of money and questions if we could counter offer \$4,000 and bring it back to the next finance. Carze Brown will contact the seller and let the committee know at the May 10, 2024 meeting if they will accept our counter offer.
- Jason Meyer made the motion to approve Carze Brown's request to send the 1 ton to Rick Smith for the repair, Justin Lawson made the second. 4 Yes 0 Nays 1 Absent **motion carries.**

Will Cline had an update on the Past Due Tax issues for the committee, but first he had to catch Brenda Cupp on what she had missed at the last meeting. He has filled all the missing documentation to the I.R.S. and they have received it, we are now waiting on them to assess all the fees and inform us of the final dollar amount to get us all squared away with them. Will Cline has gotten everything processed through for the sales tax all that is left is for the final payment of \$18,411.70 to be paid to the State of Missouri to get the Sales Tax caught up.

- Brenda Cupp questioned Will Cline on why he was not keeping up on these issues, she was informed that the previous City Clerk was responsible for keeping these things up to date. Upon her departure the issues were discovered and rectified as quickly as possible.
- The committee questions what actions are being taken to ensure these situations do not happen again. Will Cline assured the committee that he is taking a hands-on approach in the future, he has personally handled all of the delinquency and filing failures.
- This issue causes the committee to question the effectiveness of the current City Auditor Gene Mense and after some discussion they think we should consider looking into finding a new auditor.
- The committee thinks as City Administrator Will Cline should have more oversight over the actions of the City Clerk. Will Cline pointed out that he has attempted oversee the pervious City Clerk Deborah Cornell and was informed by both city council and finance committee that they did not see a need for him to. The committee does not recall him being told that, however given current events feel the position should be more closely monitored to avoid problems in the future.

- Kaylee Nash stated that policy and procedure are set by the committees and boards, if there is a particular way they would like things to be done they need to be put into the code book or personnel manual. Additionally, any fees or penalties could be determined by the committee and sent to council for approval.
- After much discussion of policy and procedure the committee realized how late it had gotten and agreed the meeting should conclude.

Kaylee Nash informed the committee that Rhonda Rundle was signed up to speak but due to the date change she could not attend but requested that she be put on the agenda for next finance on June 10, 2024.

Alan Griffin asked the room if there was anything else, when no one responded he Motioned to adjourn.

Meeting Closed 7:55 pm.

A handwritten signature in blue ink, appearing to read "Alan Griffin", written over a horizontal line.

Mayor Alan Griffin

A handwritten signature in blue ink, appearing to read "Kaylee Nash", written over a horizontal line.

City Clerk Kaylee Nash

Finance Committee

June 24, 2024
5:30 P.M.

In attendance were; Justin Lawson, Brenda Cupp, Alan Griffin, Jason Meyer, Warren Myers, Clint Worley (Police Chief), Carze Brown (Public Works Director) and Kaylee Nash (City Clerk) taking minutes.

The meeting opened with the committee approving all bills and payroll

Jason Meyer motions to accept the minutes from the May 30, 2024 meeting and the June 10, 2024 meeting, Justin Lawson seconds the motion. 5 Yes 0 Nays **motion carries.**

Chief Worley is needing to purchase a new A/C Compressor for the caprice, he is unsure of the price but he needs to start shopping and buy one as soon as possible due to the high temperatures. Jason Meyer makes the motion to get the part and fix the caprice, Justin Lawson seconded. 5 Yes 0 Nays **motion carries.**

Mayor Alan Griffin would like to restructure the procurement policy, he would like to mirror Webb City policy; \$1,000 per department head, \$2,000 City Administrator, \$5,000 Mayor and \$5,000 or more must go to council.

Cindy Myers brings a request for Erin Madden; they would like to host an all Comet Reunion in October and they are requesting due to the nature of the attendance that the rental fee be waived for the event. There was discussion amongst the committee regarding what types of events we should allow to have rental fees waived and if the community center will be fully functional by then. The security system needs to be updated and there are a few lights that need replaced before it can be rented. Warren Myers makes the motion to waive the rental fees but still collect the refundable deposit, Justin Lawson seconded. 5 Yes 0 Nays **motion carries.**

Dwayne Cupp questions if pickleball can be resumed, Brenda Cupp thinks we should continue there is no real cost other slightly elevated gas and electric bills and labor is all free because her and Dwyane Cupp donate their time and work it for free, as well as donating the drinks and snacks that are sold.

Mayor Alan Griffin updated the committee on the status of the City Administrator search.

Jason Meyer makes a motion to adjourn, Justin Lawson seconded. 5 Yes 0 Nays **motion carries.**

Meeting ended at 6:15 P.M.



Mayoral Alan Griffin



City Clerk Kaylee Nash

Finance Committee

June 10, 2024
5:30 P.M.

Due to lack of Quorum the meeting was canceled.



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Mayor Alan Griffin



Handwritten signature of Kaylee Nash in blue ink, written over a horizontal line.

City Clerk Kaylee Nash

Finance Committee

July 08, 2024
5:31P.M.

In attendance were; Justin Lawson, Dwayne Cupp, Alan Griffin, Jason Meyer, Warren Myers, Clint Worley (Police Chief), Carze Brown (Public Works Director) and Kaylee Nash (City Clerk) taking minutes.

The meeting opened with the committee approving all bills and payroll

Warren Myers motions to accept the minutes from the June 24, 2024 meeting with no corrections, Justin Lawson seconds the motion. 3 Yes 0 Nays **motion carries.**

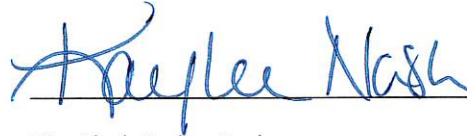
Chief Worley informs the board that we will potentially have a few properties that the City will have to mow in the near future, there are complaints being made and Chief Worley has been unable to contact the property owners.

Jason Meyer makes a motion to adjourn, Dwayne Cupp seconded. 4 Yes 0 Nays **motion carries.**

Meeting ended at 5:43 P.M.



Mayor Alan Griffin



City Clerk Kaylee Nash

Finance Committee

July 22, 2024
5:29 P.M.

In attendance were; Justin Lawson, Dwayne Cupp, Jason Meyer, Warren Myers, Clint Worley (Police Chief), and Kaylee Nash (City Clerk) taking minutes.

The meeting opened with the committee approving all bills and payroll

Justin Lawson motions to accept the minutes from the July 08, 2024 meeting with no corrections, Jason Meyer seconds the motion.
4 Yes 0 Nays **motion carries**.

Chief Worley is going to need new tires and an alignment on the Ram.

Warren Myers makes a motion to adjourn, Jason Meyer seconded. 4 Yes 0 Nays **motion carries**.

Meeting ended at 5:59 P.M.



Mayor Alan Griffin



City Clerk Kaylee Nash

Finance Committee

August 05, 2024

Meeting was cancelled due to lack of posting.



Mayor Alan Griffin



City Clerk Kaylee Nash

Finance Committee

August 19, 2024
5:30 P.M.

In attendance were; Justin Lawson, Dwayne Cupp, Jason Meyer, Warren Myers, Clint Worley (Police Chief), Carze Brown (Public Works Director) and Kaylee Nash (City Clerk) taking minutes.

The meeting opened with the committee approving all bills and payroll

Warren Meyers makes a motion to accept the agenda with an amendment, he would like to bring to the committee a change of meeting time. Justin Lawson seconded the motion 4 Yes 0 Nays **motion carries**.

Justin Lawson motions to accept the minutes from the August 05, 2024 and July 22, 2024 meeting with no corrections, Warren Myers seconds the motion. 4 Yes 0 Nays **motion carries**.

Warren Myers makes a motion to move meeting time from 5:30 p.m. back to the original time of 5:00 p.m. Justin Lawson seconds the motion. 4 Yes 0 Nays **motion carries**. Starting in September the meetings will be held at 5:00 p.m.

Mayor Alan Griffin updates the committee on the progress of the Administrator search and informs them how many applicants have been received so far.

Chief Worley informs the board of a failure on the school zone lights and the need to replace the solar panels on them. Over time they have gotten water in between the top cover and the panel resulting in deterioration. He needs to purchase 6 new panels at around \$42.50 each. Warren Myers bring up that we should move the time of the school speed zone back, currently it is 7:30 a.m. and kids have been out walking much earlier then that. He would like to move it back to 7:00 a.m. or 7:15 a.m., Chief Worley said he would look into it and see how we can amend the time. Jason Meyer makes the motion to allow Chief Worley to purchase the solar panels to fix the school zone lights, Justin Lawson seconded. 4 Yes 0 Nays **motion carries**. Chief Worley will purchase the new solar panels and install them.

Public Works Director Brown is needing to purchase around 8 new stop signs, we had ordered from a new site that had a better price and they are already fading and looking bad. Mayor Griffin brought up several street signs are faded and hard to read also, public works needs to inventory what signs need replaced and look into the cost of replacing them.

Warren Myers makes a motion to adjourn, Jason Meyer seconded. 4 Yes 0 Nays **motion carries**.

Meeting ended at 5:59 P.M.



Mayor Alan Griffin



City Clerk Kaylee Nash

Finance Committee

September 03, 2024
5:00 P.M.

In attendance were; Justin Lawson, Dwayne Cupp, Jason Meyer, Warren Myers, Clint Worley (Police Chief), Carze Brown (Public Works Director) and Kaylee Nash (City Clerk) taking minutes.

The meeting opened with the committee approving all bills and payroll.

Mayor Griffin wants to discuss the current procurement policy and the need to increase the amounts, as well as the need for the Mayor to be added as a tie breaker vote.

Jason Meyer makes a motion to accept the agenda with an amendment, he would like to bring changes to the procurement policy and addition of the Mayor as a tie breaker vote. Justin Lawson seconded the motion 4 Yes 0 Nays **motion carries**.

Justin Lawson motions to accept the minutes from the August 19, 2024 meeting with no corrections, Jason Meyer seconds the motion. 4 Yes 0 Nays **motion carries**.

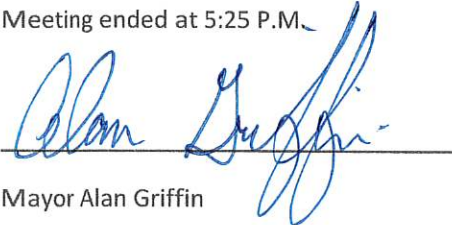
The committee begins discussing how much they feel is appropriate and how much neighboring cities currently have their policy set at. Public Works department needs the most, they have the most expensive supplies and many of the supplies they use are single use. Currently the city has a 4-tier policy with but the committee does not feel the need to have the City Administrator have a different amount than the department heads. They would like to take it down to only 3 tiers and give the Mayor the ability to be a tie breaker vote. Warren Myers makes the motion to set the procurement policy to a 3-tiered system with Department Heads and City Administrator having a max spending capability of \$2,000, the Finance Committee having a max spending capability of \$5,000 and anything over that goes to City Council, and give the Mayor authority to be a tie breaker vote. Dwayne Cupp makes the second, 4 Yes 0 Nays **motion carries**. The request to change the procurement policy will be sent to council for discussion.

Public Works Director Carze Brown informs the committee the city may want to consider purchasing a whistle to put across a property on Lewis Street, the property owner is currently trying to level the property and in doing so could cause some storm water drainage issues. Currently there is a small trench that water is running off of Lewis Street and into a large field, if the land is leveled it may result in pooling issues along Lewis Street. The city should also consider getting an easement from the property owner.

Justin Lawson questions the status of the fence project and if it is going to be completed anytime soon. The bid needs to be brought to council even though we do not have 3 bids they need to get the project completed. Since the amounts of the bids, we have gotten were so accepting any new bids should not be allowed. The project will be sent to council to take a vote on it.

Jason Meyer makes a motion to adjourn, Dwayne Cupp seconded. 4 Yes 0 Nays **motion carries**.

Meeting ended at 5:25 P.M.



Mayoral Alan Griffin



City Clerk Kaylee Nash

Finance Committee

September 16, 2024
5:00 P.M.

In attendance were; Justin Lawson, Dwayne Cupp, Jason Meyer, Clint Worley (Police Chief), Carze Brown (Public Works Director) and Kaylee Nash (City Clerk) taking minutes.

The meeting opened with the committee approving all bills and payroll.

Justin Lawson makes a motion to accept the agenda, Dwayne Cupp seconded the motion 3 Yes 0 Nays **motion carries**.

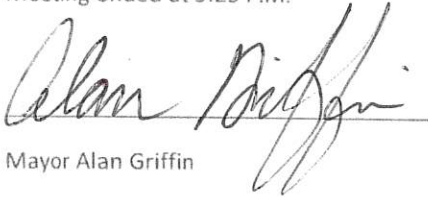
Justin Lawson motions to accept the minutes from the September 03, 2024 meeting with no corrections, Jason Meyer seconds the motion. 3 Yes 0 Nays **motion carries**.

Public Works Director Carze Brown informs the committee that the salt box and spreader is back on the market, this time for \$4,000 and he would really like the committee to consider purchasing it, he will also need to get a few more fire hydrants ordered soon. They only have 2 or 3 left in storage.

Justin Lawson has been calling to get a few bids on the replacement of the gym floor. He has gotten 2 bids already and will be getting another one this week. He will give all the bids to city hall once they are received.

Justin Lawson makes a motion to adjourn, Dwayne Cupp seconded. 3 Yes 0 Nays **motion carries**.

Meeting ended at 5:25 P.M.



Mayor Alan Griffin

September 30, 2024

Finance Committee

Minutes

September 30, 2024

5:00 p.m.

In attendance, Mayor Alan Griffin, Dwayne Cupp, Jason Meyer, Warren Myers, Clint Worley (Police Chief), Carze Brown (Public Works Director) and Carol Feathers taking minutes. Justin Lawson, absent.

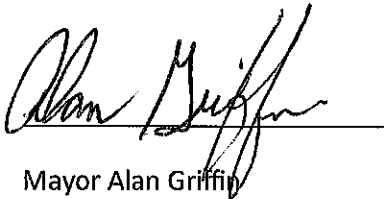
The meeting opened with the committee reviewing and approving bills and payroll.

Carol Feathers brought forth request from citizen to receive adjustment after having water leak and getting it fixed. Committee reviewed account history and receipts for fixing leak. Dwayne Cupp made motion to approve a percentage adjustment and Jason Meyer second. Water clerk will contact citizen with adjusted amount. 3 yes, 0 nays, 1 absent, motion carries.

Minutes reviewed and Jason Meyer motions to accept minutes from September 16, 2024 with no corrections, Dwayne Cupp seconds the motion. 3 yes, 0 nays, 1 absent, motion carries.

Jason Meyer makes motion to adjourn, Dwayne Cupp seconded. 3yes, 0 nays, 1 absent, motion carries.

Meeting ended 5:30 p.m.



Mayor Alan Griffin

~~August~~ Oct 14, 2024

Finance Committee

Minutes

October 14, 2024

5:00 p.m.

In attendance, Mayor Alan Griffin, Dwayne Cupp, Justin Lawson, Warren Myers, and Carol Feathers taking minutes. Jason Meyer, absent.

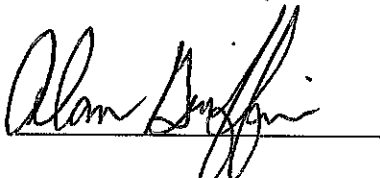
The meeting opened with the committee reviewing and approving bills and payroll.

Discussion was had to purchase month to month plan cellular phone for office. Due to text codes needed to access accounts and such. Personal phones have been used in the past, but if the employee leaves the city access to accounts and other information is made almost impossible. Warren Myers made a motion to purchase phone on month-to-month plan Justin Lawson seconds. 3 yes, 0 nays, 1 absent, motion carries.

Minutes reviewed and correction to name Jason/Justin to be corrected. Justin Lawson made a motion to accept minutes from September 30, 2024 with corrections, Dwayne Cupp seconds the motion. 3 yes, 0 nays, 1 absent, motion carries.

Justin Lawson makes motion to adjourn, Dwayne Cupp seconded. 3yes, 0 nays, 1 absent, motion carries.

Meeting ended 5:30 p.m.



Mayor Alan Griffin

Oct 28, 2024

Finance Committee

Minutes

October 28, 2024

5:00 p.m.

In attendance, Mayor Alan Griffin, Dwayne Cupp, Jason Meyer, Warren Myers, Justin Lawson, Jon Cook City Administrator and Carol Feathers taking minutes.

The meeting opened with the committee reviewing and approving bills and payroll. Carol was reminded to make sure all checks have invoices attached.

Minutes reviewed and Warren Myers motions to accept minutes from October 14, 2024 with no corrections, Justin Lawson seconds the motion. 4 yes, 0 nays, motion carries.

Methodist Church, 120 West Main has been experiencing high water bills. Public works had been to the church and the leak was detected on their side of the meter. Bob Winn, and Gary Sherard were in attendance and spoke to finance committee about the church's large water bill. They did not think a running toilet could cause such high-water usage. The finance committee placed phone call to the public works director to confirm the meter was functioning properly. It was also pointed out that since the repairs by the church the water bill was back to their previously monthly averages. Jason Meyer said he believed it was the church's leak that caused the large water bill, and not the city water meter. Jason Meyer was willing to make adjustment due to the Methodist Church's limited funding.

Jason Meyer makes motion to give the Methodist Church \$150.00 adjustment, Dwayne Cupp made the second. 3 yes, 1 abstained. Motion carries.

Cindy Myers, from the Park Committee spoke about the cameras that had been purchased for Comet Park. The cameras need to be installed and discussion was had about placement and volunteers to do the install.

The Community Building camera hard drive was also discussed and it will need replacing.

Warren Myers makes motion to adjourn, Justin Lawson made second. 4 yes, 0 nays, motion carries.

Meeting ended 5:45 p.m.



Mayor Alan Griffin


11-11-24

FINANCE MEETING MINUTES

NOVEMBER 11, 2024

In attendance, Mayor Alan Griffin, Dwayne Cupp, Jason Meyer, Warren Myers, Justin Lawson, Jon Cook, city administrator and Carol Feathers taking minutes.

The meeting opened with the committee reviewing and approving bills. Justin Lawson had questions on 2 bills and they seem to not be following procurement policy, due to the amount. Both bills were paying multiple invoices on one check. Mayor did acknowledge that the city administrator is addressing purchasing procedures, use of purchase order # (po) and prior approval on all purchases.

Marjorie Armon 904 Tennessee inquired about reduction in water bill. The home had water leak, and she provided an invoice for approximately \$2,000.00 plumbing repairs. Finance committee had discussion about her bill. Jason Meyer made a motion to waive \$90.00 from her current balance, Warren Myers makes second. 4 yeas, 0 nay, motion carries.

Jon Cook gave each member an update of the city current financials. He is still working on getting items coded properly. It was agreed to have budget work session on Monday, November 18 @ 5:00 p.m.

Mayor brought up out of class pay. It was decided it needed to be brought to city council the next evening.

Minutes from October 28th meeting, Jason Meyer makes a motion to accept and Justin Lawson made second. 4 yeas, 0 nay, motion carries.

Motion to adjourn made by Jason Meyer, Justin Lawson made second. 4 yeas, 0 nay, motion carries.

5:30 p.m.



Mayor Alan Griffin

November 25, 2024

Date



Carol Feathers, Deputy City Clerk

FINANCE MEETING MINUTES

NOVEMBER 25, 2024

In attendance, Mayor Alan Griffin, Dwayne Cupp, Jason Meyer, Warren Myers, Justin Lawson, Jon Cook, city administrator and Carol Feathers taking minutes.

The meeting opened with the committee reviewing and approving bills.

Minutes from November 11, 2024 meeting, Warren Myers makes a motion to accept and Jason Meyer made second. 4 yeas, 0 nay, motion carries.

Carze Brown, Public Works Director ask the finance about purchasing a pump to remove excess water from holes. He needs to get type of pump and pricing.

Jon Cook gave each member an update of the city current financials. He is still working on getting items coded properly. It was agreed to have budget work session on Monday, November 18 @ 5:00 p.m.

Mayor brought up out pay increases. Large purchases were discussed.

Discussion was had about audit and the need to seek bids for city audit.

Motion to adjourn made by Warren Myers, Justin Lawson made second. 4 yeas, 0 nay, motion carries.

5:45 p.m.



Mayor Alan Griffin

12/9/24

Date



Carol Feathers, Deputy City Clerk

FINANCE MEETING MINUTES

December 23, 2024

5:00 p.m.

Mayor Pro Tem Jason Meyer called meeting to order. In attendance Dwayne Cupp, Warren Meyers, Justin Lawson, Mayor Alan Griffin absent. Jon Cook City Administrator, and Carol Feathers taking minutes.

Approval of the bills and payroll, motion to approve made by Dwayne Cupp and second made by Justin Lawson. 4 yea, 0 nay and 1 absent.

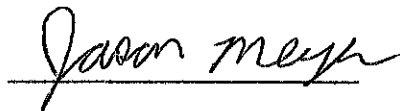
Motion to approve December 9, 2024 minutes made by Justin Lawson and second made by Dwayne Cupp. 4 yea, 0 nay and 1 absent.

Jon Cook brought comp time to pay down all employees over the 40-hour maximum allowed to be carried per city policy on comp hours. With explanation on the accumulation of hours due to employee stepping in to dual roles while city was without key positions. Jason Meyer made motion to pay employee(s) all over 40 hours comp time, Dwayne Cupp made second. 4 yea, 0 nay and 1 absent.

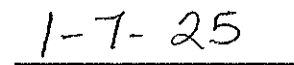
Discussion of the Employee Health plan that had for the past 2 years after health plan was switched gave employees \$1,000.00 to help cover expenses that had been covered in old plan. The finance committee agreed that they would not continue this pay-out. Justin Lawson made the motion that there would be no further expense payments made to subsidize employee's health benefits. Jason Meyer made second. 4 yea, 0 nay and 1 absent.

Motion to adjourn made by Dwayne Cupp and second by Justin Lawson. 4 yea, 0 nay and 1 absent.

5:38 p.m.



Mayor Pro Tem Jason Meyer



Date



Deputy Clerk Carol Feathers