

Nowthen City Council
August 23, 2023
Work Session Minutes

1. CALL TO ORDER

Mayor Pilon called the meeting to order at 5:55 pm.

Present: Mayor Pilon, Council Members Rainville, Fladebo, Alders and Breyen.

Also Present: Administrator Lehner, Deputy Clerk Johnson, and Finance Consultant Lori Yager.

2. DISCUSSION REGARDING THE 2024 GENERAL FUND BUDGET

The mayor and the city council along with staff and finance consultant Lori Yager discussed the proposed 2024 General Draft Budget changes from the prior work session and went through the Recycling Center budget along with the remaining city funds for 2024 budgeting purposes.

As the group went through the budget, there was discussion about the following items:

- City Administrator Anniversary review is needed. If an increase is not made, then corrections need to be made to the 2024 General Fund numbers.
- Recycling Center – needs fee increases to break even (is that possible?).
 - Possible shortening of open hours.
 - Reduction in free items for recycling days.
 - Will Anoka County help with the deficit?
 - The goal is to have a net 0.
 - MPCA requires the city to do something. Could meet that need with contracted haulers.
 - **ACTION ITEM – Review the fee schedule to help with costs. Donna will prepare a presentation for the next work session.**
- Special Revenue Fund – Gambling Contributions
 - Staff are hoping to have a draft ordinance on the Sept. 12 Agenda.
 - Transfer some of the gambling contributions to offset the Sheriff's Department.
- Debt Service
 - Old accounts will be cleaned up as the road projects are completed.
 - Balances will be transferred to general fund or to debt service payment.
 - **ACTION ITEM – What should the 3% rebate for the fire tanker be?**
- Park Improvement Fund
 - Park Improvement Fund receives funds from development at the time of platting properties or with a building permitting fee.
 - This fund does not affect the levy.
 - Possible improvements needed to the concession building. This building has not been used much due to vandalism thinking there are items inside to steal. Possible to get cameras? Post "Nothing is left inside this building".
 - **ACTION ITEM – Is staff directed to remove the "Human Foosball court"?**
 - Discussion to install "Pickle Ball Court" – we currently have \$50,000 set aside for a pickle ball court. It will cost the majority of that to have the court engineered. Additional money would be needed to build the court.

- Turnout Gear Fund
 - This fund is used to replace the turnout gear for our firefighters.
 - Gambling Contributions could be used to help fund this.
- Building Improvement Fund
 - \$135,000 was transferred to this fund in 2023. \$75,000 was for the Historic Town Hall. Some improvements were made, including cleaning the basement of mold, sealing and painting.
 - \$60,000 was spent updating the existing city offices.
 - There is \$66,500 left in the Historic Town Hall improvement fund.
 - There are no funds currently available for any city office addition to include a permanent Council Chamber.
 - There is still \$175,000 in this fund available to purchase a larger well for the Fire Department to fill the tanker from.
- Road Improvement Fund
 - Added Bituminous Maintenance that was not originally in this fund. This is something the City Engineer has added.
 - Asphalt for Jasper is needed yet this year. Numerous residents have complained.
 - **ACTION ITEM: Scott to talk with Shane to get a plan.**
 - **ACTION ITEM: Update the city's road plan by receiving a road study.**
 - **ACTION ITEM: Pacer study? What is the cost?**

MOTION BY MAYOR PILON, SECONDED BY COUNCIL MEMBER RAINVILLE TO AUTHORIZE ADMINISTRATOR LEHNER TO WORK WITH THE CITY ENGINEER TO PROVIDE A FEASIBILITY STUDY TO MAKE NECESSARY REPAIRS/REPLACEMENTS ON WACO DRIVE IN 2024. 5 AYES. MOTION CARRIED.

- Discussion that all understand that, regarding changes to the budget, any reductions will only impact the fund balance usage use; it will not affect the preliminary levy.

3. Reminder next meeting is September 7 at 5:30.

The meeting adjourned at 8:45 pm.

Respectfully Submitted,



Scott Lehner, City Administrator



Jeffrey M. Pilon, Mayor