

MINUTES OF A SPECIAL SESSION OF THE MARCELINE CITY COUNCIL
October 03, 2023

The Marceline City Council met in special session on October 03, 2023, at 4:45 p.m. in the Council Chamber of Marceline City Hall, Mayor Sallie Buck presiding. Council members present were Gary Carlson, Brian Baker and Shellie Milford. Councilman Josh Shoemaker was absent. Staff attending: City Manager Richard Hoon, City Clerk Lindsay Krumpelman, Street Superintendent Adam Lichtenberg, Electric Superintendent Charlie Harrington, Water/Wastewater Superintendent Mat Gibson, Police Chief John Wright, Fire Chief Brian Chrisman, and Pool Manager Gary Birdsong. Others Present: Dave Tavres, DM Ex. Director and Jerret Fisher, Recreation and Parks Board President.

Mayor Buck led the assembly in the Pledge of Allegiance and called the meeting to order at 4:45 pm.

FY 23-24 Budget Work Session: City Manager Hoon opened the budget work session stating this was a difficult process this year and many infrastructure needs were cut due to funding, but that they are still listed in the budget so those present can see those needs. He stated there are some items of consideration for the Council to address. He and the City Clerk went over the overall picture of the proposed budget. City Manager Hoon invited Recreation and Parks Board President Jerret Fisher to go over the Recreation and Parks Board requests. Recreation and Parks Board President Jerret Fisher stated the Board's requests included \$20,000.00 toward East Field Fencing, \$5,000.00 towards a Kids activity in Ripley Park. City Clerk Krumpelman stated the \$28,000.00 for the East Field Removable Back Stop net was listed in the Board's minutes as well. Board President Fisher stated that was a request from Parks and Rec Director Josh Hawkins. He discussed the requests with the Council and provided an update on the Parks Work pickleball/basketball court project. Downtown Marceline Executive Director Dave Tavres went over Downtown Marceline's funding request for \$30,000.00 with the Council. City Manager Hoon presented IDA's funding request of \$40,550.00.

City Manager Hoon and City Clerk Krumpelman went over the proposed budget with the Council starting with the proposed COLA and Merit increases for all employees. City Clerk Krumpelman explained the methodology for the projected revenues. City Manager Hoon and City Clerk Krumpelman went over the General Fund Revenue with the Council. City Manager Hoon and the Department Heads presented the General Fund Department Expenses. City Manager Hoon informed the Council that one (1) police officer position was removed as it was perpetually open and only filled a handful of times. Police Chief Wright went over his proposal to restructure the department to remove the Captain position and replace it with two (2) Seargent positions, leaving four (4) police officer positions and how the scheduling with the new structure would work. During the discussion concerning the Swimming Pool Department, City Clerk Krumpelman reported over the last five (5) years the pool has routinely operated at a 70% +/- loss. The Council discussed the Recreation and Parks Department budget. City Clerk Krumpelman went over the expected cost to complete the LWCF Grant – Ripley Park shelter house with ADA bathrooms. The Council discussed the Recreation and Park Board's requests further.

Councilman Baker moved for a short recess. Councilwoman Milford seconded the motion. The motion carried. The meeting recessed at 6:45 pm. The meeting resumed at 6:56 pm.

City Manager Hoon and the Department Heads resumed their presentation and discussion of the budget with the Council. They discussed the Electric Department Budget. City Manager Hoon explained the revenues and wholesale and transmission of electricity expenditure were based on estimates provided by the City's electrical consultant Jeff Vance. City Manager Hoon and Water/Wastewater Superintendent Matt Gibson discussed the Water and Wastewater Fund Budgets. They highlighted the infrastructure needs that had to be cut due to funding. City Manager Hoon and City Clerk went over the Administration, Executive Control, City Council, Debt Service, Cemetery, Library and Pool Sales Tax fund budgets with the Council.

City Manager Hoon and the City Council went through the items of consideration to either accept the recommendation or make changes to the proposed budget. The Council accepted the staff recommendation for the COLA and Merit increases along with leaving the HSA funding the level the same. Council provided a

consensus to leave the funding levels for Downtown Marceline and the Marceline IDA the same as the 2022-2023 fiscal year at \$25,000.00 and \$35,000.00 respectively. The Council provided a consensus to cut the Recreation and Park Boards requests stating the required budgeted costs to finish the facility in Ripley Park along with having to cut needed infrastructure, they could not justify the expense this budget year. Staff presented the consideration to move \$200,000.00 each from the Wastewater Fund and Electric Fund into reserves. This was approved in November 2022, but an amount was not set at the time due to wanting the audit to be completed first, which was in July 2023. Councilwoman Shelly Milford moved to transfer \$200,000.00 each from the Wastewater Fund and Electric Fund into their respective CIP accounts. Councilman Baker seconded the motion. The motion carried. The Council provided a consensus to utilize \$200,000.00 in Wastewater reserves in the FY 23-24 budget year in order to cover costs associated with the Wastewater Plant project. City Staff inquired if the Council wished for staff to do an internal rate review for Water and Wastewater rate or to engage a consultant. Council provided a consensus to move forward with a staff rate review as they would be using the excel worksheet previously provided by a consultant during the last rate study. The Council discussed the current overall budget with the included changes. The Council provided a consensus to transfer additional unencumbered Electric Department funds to the General Fund to cover the shortfall of the General Fund.

With no further business, Councilwoman Milford moved to adjourn. Councilman Baker seconded the motion. The motion carried. The meeting adjourned at 8:23 pm.

Recorded by City Clerk Lindsay Krumpelman.
Approved by Marceline City Council on October 11, 2023