

CITY OF POLSON
COMMISSION SPECIAL MEETING MINUTES

City Chambers (via Zoom)

September 3, 2020

7:00 p.m..

ATTENDANCE: Mayor Briney, Commissioners, Howlett, Isbell, Martin, Marchello, Moll, Pardini, Interim City Manager Wade Nash and City Clerk Cora Pritt.

OTHERS PRESENT (who voluntarily signed in via Zoom): City Dooley, Pat Nowlen, and Kyle Roberts

CALL TO ORDER: (00:01) Mayor Briney called the meeting to order. The Pledge of Allegiance was recited. Roll call was taken.

APPROVAL OF PROPOSED AGENDA (00:55) –**Commissioner Moll motion to approve the proposed agenda. Commissioner Martin second.** Commission discussion: none Public comment none. **VOTE: Unanimous Motion carried**

PUBLIC COMMENT ON SIGNIFICANT MATTERS TO THE PUBLIC NOT ON THE AGENDA (01:36)-none

REVIEW CHANGES TO PRELIMINARY BUDGET FISCAL YEAR 2021 (01:56)- This agenda item was presented by Interim City Manager Wade Nash and City Finance Officer Cindy Dooley. Interim City Manager Nash commented that the City Staff has done a wonderful job managing their department budgets. He also thanked Finance Officer Dooley for a tremendous job. City Finance Officer Cindy Dooley reported the following changes: The Mill Levy, Permissive Levy, and Police Municipal Levy remained the same. The Working Capital changes are: Fire Impact Fee increased \$64,000 to cover the purchase of SCBA equipment should the grant not be awarded, Tax Increment Funding increased \$2,000.00 under Purchase Services, Salary: Code Compliance Officer \$1.00 increase plus the 4%, Streets Employee \$1.00 increase plus the 4%. Expenditure line items: City Manager car allowance \$600.00 for a total of \$2,400.00 a year, Finance Department \$2,800.00 for City Clerk new computer. The General Fund increase in expenditures is \$8,543.00 Fire Impact Fee \$64,000.00 and Tax Increment Fund \$2,000.00 Commissioner Howlett questioned raising the salary of the Golf Restaurant Manager. Parks and Recreational Director Pat Nowlen answered that he had had this conversation with the manager and explained that revenue would need to be increased in order for there to be monies in the budget for a salary increase. It was also pointed out that the manager has worked 6 months of the 12 month probation period. Commissioner Martin requested that City Planner Kyle Roberts salary be increased to \$60,000.00 per year. Commissioners Howlett, Moll, and Pardini agreed. The Commission instructed Finance Officer Dooley to increase the budget to accommodate the salary increase to \$60,000.00 per year.

RESOLUTION TO ADOPT A BUDGET FOR THE CITY OF POLSON FOR THE FISCAL YEAR 2021 (22:53) – **Commissioner Howlett motion to approve Resolution 2020-TBD, to adopt the final budget for the City of Polson, Montana for the fiscal year 2020-2021. Commissioner Martin second.** Commission discussion: none Public Comment: Finance Officer Cindy Dooley pointed out that the budget is passed at fund level not individual level. Also, the City Manager and the Finance Officer have the ability to move funds around without a budget amendment being required. **VOTE: Unanimous Motion carried.**

Prior to adjourning Mayor Briney asked the Commission if Action Minutes are agreeable. The Commission stated yes Action Minutes are agreeable.

Interim City Manager Nash reminded everyone that the next Commission meeting will be Wednesday, September 9, 2020 at 7:00 p.m. due to the holiday on Monday, September 7, 2020.

**Adjourn (25:14) - Commissioner Martin motion to adjourn. Commissioner Moll second.
VOTE: Unanimous Motion carried.**

ADJOURN: 7:25 p.m.

Mayor Paul Briney

ATTEST: _____

Cora E. Pritt, City Clerk