

City of Brodhead

Audit and Finance Committee meeting minutes for the January 17, 2018 meeting

1. Meeting called to order by Huffman at 4:32pm
2. Quorum was present as determined by roll call: clerk/treasurer Teresa Withee, Chief Chris Hughes, Sam Woodford, Jennifer Naramore, Andy Strommen, Alderman Paul Huffman, and Ryan Broege from the Independent Register

Absent: Michael Olson
3. Public Appearances: Tim Stocks appeared to speak regarding the building inspector position. He recommends that it goes back to an "in house" inspector, who is an employee of the City, rather than contracting with a firm to provide the building inspector services. Since there is not enough full time work for a building inspector, Mr. Stocks suggested combining the position with an ordinance enforcement officer, a position that does not currently exist but whose responsibilities fall on the Police Department currently. Also, since trained, experienced personnel are in short demand, Mr. Stocks suggested hiring a younger individual and partially pay for their schooling in exchange for employment with the City once qualified.
4. Committee comments and questions: Chief Hughes elaborated further on the building inspector situation. After discussion, the committee compared costs and revenue with an in house inspector and then with the contracted company, SAFEbuilt.
5. Approval of previous minutes: Motion made by Naramore, seconded by Woodford. Motion carried.
6. The treasurer's report was reviewed. Library moved funds from checking to the South Central Library System Savings fund.
7. Budget to actual was reviewed.
- 8, 9, and 10. Dist. Of Land sale proceeds; Police-City Hall phone system / Server replacement: It was decided by council to go ahead with the new server project as well as the upgrade of the police phone lines to fiber optic offered by Charter. Also, the council approved for \$6,500 to be set aside for Grant prep work for the senior/community center.
11. No future agenda items identified at this time.
12. Next meeting set for February 14, 2018 at 4:30pm
13. Naramore made a motion, seconded by Woodford to adjourn. Motion carried.

Submitted by Andrew Strommen, secretary