

City of Lodi Finance & Human Resources Committee Meeting  
Minutes of March 19, 2019

**1. Call to Order**

The Finance & Human Resources Committee meeting was called to order by Mayor Ness at 5:00 p.m.

Committee Members present: Ann Groves Lloyd, Paegge Heckel, Eric Hansen, Peter Tonn and Suzanne Miller

Absent: Rich Stevenson

Staff present: Sandy Bloechl, Dawn Collins, Kennan Buhr, Craig Freitag, Scott Klicko and Julie Ostrander

Others present: Mayor Ness, and Michael Miller

**2. Public Input:** None

**3. Minutes of February 19, 2019**

Motion by Groves Lloyd, second by Heckel to approve the minutes from the February 19, 2019 Finance & Human Resources Committee meeting. Motion carried.

**4. February 2019 Payroll**

Motion by Heckel, second by Groves Lloyd to approve February 2019 City Payroll and to send to council. Motion carried.

**5. February 2019 Accounts Payable**

Motion by Groves Lloyd second by Heckel to approve February 2019 City Accounts Payable and to send to council. Motion carried.

**6. March 2019 Aged Accounts Receivable Report**

Bloechl went over why the report has increased over last month – added all of the delinquent personal property taxes.

**7. City Hall Boiler Maintenance Agreement**

Buhr explained that there have been issues with the boilers and requested a maintenance agreement from General Heating and Air Conditioning since they understand our system and have been able to fix problems.

Motion by Heckel, second by Groves Lloyd to accept maintenance agreement from General Heating & Air Conditioning and send to council. Motion carried.

**8. Approve Fees for Street Use Permit**

Motion by Groves Lloyd, second by Miller to approve fees for street use permits. Motion carried.

**9. Fixed Asset Software Quote**

Ostrander explained that there have been issues with audit regarding our fixed asset spreadsheet.

Our current auditors offered to take control of the process for \$1,600 conversion cost and then an additional \$600 - \$1,200 per year. If the auditors do it the city loses control of the process and it would be difficult if/when we change auditors. Ostrander checked with CIVMIC to see what they would charge for their program for asset software. The quote from CIVMIC is \$2,700 to set up, convert and train then an additional \$450 per year. Ostrander has used this software before and stated that it is user friendly and effective. With the CIVMIC program the city would keep control.

Motion by Heckel, second by Groves Lloyd to send the CIVMIC quote to city council for approval. Motion carried.

**10. Review Resolution Relating to Compensation for Citizen Members**

Motion by Miller, second by Groves Lloyd to pass Resolution Relating to Compensation for Citizen Members. Motion carried. Collins explained the changes and pointed out that it will be paid out monthly instead of at the end of the year.

**11. Standing Meeting Day/Time Changes**

Collins explained the handout that shows the new standing day/time for the monthly committee meetings.

**12. Discussion RE: Flood Damage Costs**

Klicko handed out an estimate of \$8,600 plus for what it will cost to clean the lower level of the police department.

Motion by Groves Lloyd, second by Tonn to approve the cleanup of the police department basement from the flood. Motion carried.

**13. Date and Time of Next Meeting**

April 16, 2018 at 5:00.

**14. Adjourn**

Motion by Groves Lloyd, second by Heckel to adjourn. Motion carried. The meeting adjourned at 5:31p.m.

These minutes have been approved.