

**MINUTES OF THE BUDGET MEETING
MARCH 21, 2018
VILLAGE OF CLAYCOMO, MISSOURI**

The recessed Budget Planning Meeting of March 14, 2018 was called to order at 3:11 pm, by Chairman Barker.

Trustee McClure moved to adjourn the Budget Planning Meeting of March 14, 2018, seconded by Trustee Sulzberger. All yeas. Motion carried.

The Budget Planning Meeting of March 21, 2018 was called to order at 3:12 pm. Those Present: Trustees Daryl G. Hook, Roxanna McClure, Norma Sulzberger, and Chairman Marina Barker. Police Chief Matt Counce, Fire Chief Eric Miles and Village Clerk Chapman. Trustee Thompson was absent at the beginning of the meeting.

The proposed Draft Budget for Fiscal Year 2018-2019 was discussed. Village Clerk Chapman stated that she had updated the revenues and added the savings funds to clear the negative on the spreadsheet. After having discussion with the Chairman of the Board, she updated the Board that currently the surplus for the 2017-2018 year was currently higher than anticipated. Clerk Chapman was asked to adjust the first page presented and move the surplus down to show the true budget value for the upcoming budget year and then the surplus being used.

Trustee McClure introduced the idea of adding additional funding by reviewing the option to obtain sweep accounts for the larger funds. It was determined that the interest received from Bank Liberty is pennies on the dollar and that there are other methods to grow the encumbered savings funds. Clerk Chapman was instructed to contact the Auditors to determine if there is an issue with a municipality transferring the money from a standard checking account to a sweep account. Additionally, to determine if Bank Liberty will work with the Village if it is acceptable and if the Board chooses to do so.

Fire Chief Eric Miles introduced a memo to adjust the proposed budget. The first item had already been addressed as Clerk Chapman stated she had received the invoice for the Medical Directors liability coverage. She informed the Board that she increased the line 602220 by \$430.00. Clerk Chapman also added that within the court budget, she received an invoice for Incode and the cost was not adjusted this last budget year. Line 605117 under court was needed to increase \$400 to cover the court software cost.

Chief Miles then returned to his memo and explained the estimates provided for new vehicles for the fire department. The Board reviewed the vehicles that could be placed on GovDeals.com. It was noted to sell the FD Squad, 2004 Explorer, and the Public Works Truck. Chief Miles received a rough estimate of approximately \$25,000-\$35,000 may be received on GovDeals.com for the sale of the Squad. If an additional vehicle were purchased for the Fire Chief, the current vehicle would be refitted for the Public Works department. It was stated that the current Chief's vehicle has about 85,000 miles.

Upon review of the anticipated surplus funds, the Board began proposing moving funds from the current year's revenue surplus to an encumbered surplus savings account to purchase one vehicle for the Fire Department. Clerk Chapman asked the Board if they anticipated purchasing items such as the vehicle do they want to put in the budget and increase the amounts in the surplus that will carryover. Chairman Barker stated in the past that they have always made a motion to transfer the money into separate savings surplus account to spend the next year as directed. Clerk Chapman shared that she spoke with the Village Auditors, Nathaniel Thomas, Accounting Solutions, LLC. The Village is on a cash basis and he confirmed either method of accounting for the amounts and expenditures is acceptable. Clerk Chapman stated that once the purchases are made, they will come out of the budgeted line item and the Board will need to amend the next year's budget if the funds are used. The Board agreed to continue in the method acceptable and in accordance per the auditors.

Trustee Thompson arrived and was acknowledged by the Chairman at 4:35pm.

Fire Chief Miles continued to discuss purchasing a vehicle with all the options needed for storage safety and on-site emergency management. The estimate received is one and he would be obtaining two additional if the Board approves. The Board discussed the full package cost (emblems, lights, storage, etc.) that would come with the Ford Explorer Interceptor Package. The current estimate is from a vendor in Carroll, Iowa and they will be looking locally for the other bids.

Trustee Sulzberger moved to transfer \$47,000 for a Ford Explorer Interceptor Package from the 2017-2018 surplus budget and to be purchased in 2018-2019 Fiscal Year, seconded by Trustee Hook. All yea. Motion carried.

Fire Chief Miles requested that an additional \$616 be approved for the current budget year 2017-2018 to Target Solutions. This would be an increase to their current training agreement allowing 14 part-time positions to have additional training and to assist in bettering the Insurance Service Office (ISO) rating for the area. This would require additional funding for the Fire Department Line 602250 for 2018-2019 by \$1,000. It was believed the current year had the funds not requiring an increase. The Board agreed and the line item was increased for the new budget year.

Trustee Hook asked if the Board wanted to consider Trustee McClure's prior recommendation for the Board to receive tablets to work with and receive emails. Trustee McClure stated that at this time she did not wish to pursue the idea, as they needed to address needs such as funding employee wages. The Board agreed.

Bill No. 2983, being an Ordinance Amending the Fiscal Year 2017-2018 Operating Budget, as Approved, for the Village of Claycomo, Missouri in Conformance with Section 67.040. Trustee McClure moved to table Bill No. 2983 and to be placed on the agenda for Monday, March 26, 2018, seconded by Trustee Sulzberger. All yea. Motion carried.

Trustee McClure moved to recess the meeting, subject to the call of the Chairman, seconded by Trustee Sulzberger. All yea. Motion carried. Recessed 5:43pm.



Sheri Chapman
Village Clerk



Marina Barker, Chairman
Board of Trustees