



Common Council Meeting – Minutes for October 28, 2024

Council Members in Attendance: Ben Leavitt, Austin Yoder, Kelbi Veenstra

Also Present: Mayor Phil Jenkins **City Attorney** Brian Hoffer, **Clerk-Treasurer** Jeff Knight **Guests:** 7 (6 IP; 1 OL), and one member of the press (1 OL) were in attendance.

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm and led the Council in the Pledge of Allegiance. CM Yoder offered the opening prayer.
- Roll Call: Council members listed above were in attendance in person. CMs Rosa and Geyer were unable to attend the meeting.
- Approval of Minutes from October 7, 2024, Council meeting: CM Veenstra motioned to approve the minutes. CM Yoder seconded. The minutes were approved unanimously (3-0) by voice vote.
- There were no petitions and comments by citizens or reports of committees, boards, and commissions.
- Unfinished Business:
 - 3rd Reading of Ordinance 1634 – 2025 Budget: Mayor Jenkins presented the budget worksheets for review. As this was the third reading, there were no further questions or comments. CM Leavitt motioned to approve Ordinance 1634 – 2025 Budget on third reading. CM Veenstra seconded. Ordinance 1634 – 2025 Budget was passed unanimously (3-0) on third reading by roll call vote.
 - 2nd Reading of Ordinance 1637 – Continuing and Extending EID (Economic Improvement District): Mayor Jenkins presented the ordinance noting that the EID was established in 2004 and was renewed in 2014. This will be for another 10-year extension. Mark Collins (Director of Economic Development) commented that \$29,308 in improvements have been done to the downtown area this year so far. \$33,187 of façade improvements were done in 2023. There are a couple of more NIFTY projects in the pipeline so 2024 should exceed 2023. Mayor Jenkins told the Council that here is \$75,000 available each year for the NIFTY program. The funds help with any downtown improvements. Mayor Jenkins also noted that NIFTY will cover up to \$8,000 of a \$10,000 cost. CM Yoder motioned to approve extending the EID on second reading. CM Veenstra seconded. CM Leavitt asked if there was any plan to expand the area the EIF benefited. Director Collins said the emphasis remains the four-block area of downtown until future growth takes place. Then it can look at being expanded. Ordinance 1637 – Continuing and Extending EID was approved unanimously (3-0) by voice vote.
- New Business:
 - Resolution 782-24 – 2024 Reduction of Budget Appropriation Resolution: CT Knight conveyed the rationale for this request as provided by Baker Tilly. When the DLGF reviews the 2025 budget, they will assume that the City’s 2024 approved budget is fully spent down, and then assume that the City’s 2025 is fully spent down. They will then see if the City has enough money in the fund between the City’s current cash balance and any revenues being received in the last half of 2024 or 2025 to fund the budgeted expenditures for 2025. Because the City budgeted last year for the funds to be spend in 2024, as is, the DLGF would show the spend down of the funds twice (in 2024 for the approved 2024 budget and in 2025 for the proposed budget) as such would show that the City could not fund the proposed budget, so they would cut it to the amount that the City could fund. But since the City is not going to actually spend



the \$2.5 million this year, the City wants the DLGF to take that into account in their review. This reduction will reduce the 2024 budget in the DLGF review which will allow them to approve the City's budget. CM Leavitt noted that this provides the DLGF with a roadmap for how the City plans to handle things. CT Knight and Mayor Jenkins concurred. CM Leavitt motioned to approve the resolution. CM Yoder seconded. The resolution was approved unanimously (3-0) by roll call vote.

- 1st Reading of Ordinance 1635 – 2025 Salary: Mayor Jenkins walked the Council through the salary ordinance. The ordinance shows the various hourly and salary positions along with the minimum, midpoint, and max for each salary range. The midpoints increased by 4% with the minimums and maximums held at the same ratio. The police portion of ordinance functions different from the other positions. There is no range, each rank level is paid a certain amount. The 1st Class Patrolman salary was increased to roughly \$67,000. The intent is to try and get them closer to \$70,000. Other police ranks were raised \$2,500. The rate of increase for the 1st Class Patrolman is about 8% and this will positively impact their pension. The increases paid to State Patrolman (a year ago) put pressure on municipalities. The City has lost one officer to another municipality because of the difference in pay. When creating the ordinance, comparisons were completed with other municipalities to try and make sure the various positions were somewhat comparable. CM Leavitt motioned to approve the salary ordinance on first reading. CM Veenstra seconded. Ordinance 1635 – 2025 Salary was approved unanimously (3-0) by voice vote.
- Approval of Accounts Payable Vouchers - City 2024 APV's Totaling \$653,995.67: CT Knight commented that most of the expenses were payroll related. CM Yoder motioned to approve the APV's. CM Leavitt seconded. The APV's were approved unanimously by voice vote.
- Reports by City Officers: The October Fire report was submitted for review. There were no questions for the fire chief or any other department heads that were in attendance. No action was necessary by the Council.
- Adjournment: With no further business to discuss, CM Veenstra motioned to adjourn the meeting and CM Yoder seconded. The meeting adjourned at 7:23 pm by unanimous voice vote.

Mayor Jenkins

Attest: _____
Jeff Knight, Clerk of the Council