

## Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR WORKSHOP SESSION ON **OCTOBER 9, 2023, AT 6:00 P.M.** IN THE TUTTLE CITY HALL BUILDING LOCATED AT 221 W. MAIN STREET

MEMBERS PRESENT: SCOTT DICKSON, LARRY WATSON, AUSTIN HUGHES AND AARON MCLEROY

MEMBERS ABSENT: TREY BUCK

STAFF PRESENT: DANA SCHOENING, DAVID PERRYMAN, WENDY MARBLE, AARON SLATTERY, DON CLUCK, WILL SMITH, LAURIE KOELSCH, BRYAN BALENSEFIEN, AMY NATCHER, AMBER RILEY, JULIE MOWDY AND MIKE FAY

OTHERS PRESENT: LESLIE WALKER

**CALL TO ORDER** McLeroy called the meeting to order at 6:03 p.m.

**ROLL CALL** Marble called the roll and declared a quorum present

### **ORDER OF BUSINESS**

1. DISCUSSION and QUESTIONS regarding items on the City Council, Tuttle Public Works Authority Board of Directors, and Tuttle Development Authority Board of Directors consent dockets.

**Hughes asked about the cost of the postage meter. Marble stated this is renewing the lease for 5 more years with an increase of \$104.88 annually. McLeroy asked why the meter is so expensive stating he uses one at his business that does not cost as much. Marble stated this is the meter for all city offices and we have a large volume of mail. She stated this includes all software updates and maintenance.**

**Hughes asked about the surplus forklift. Slattery stated it will be scrap metal.**

**Dickson asked about the payment for two windshields. Smith stated two ambulances had windshields cracked by rocks.**

2. UPDATES, DISCUSSION, and QUESTIONS regarding:

- a. FY 2024 Budget Update

**Schoening stated the process started well ahead of last year. We collected capital requests and personnel requests from the department directors and managers. He stated the revenue projections were input this week and we will have a draft budget by October 19<sup>th</sup>. We will present this at the October 23 workshop meeting and use the November 13 and 27 meetings for review and to make adjustments. Schoening provided a list of capital requests and council and staff discussed. Cluck stated that Dodge Chargers are not available and Dodge Durangos will be used for police at a cost of \$90,000 per car with equipment.**

Dickson asked about Columbarium for cemetery and Hughes asked about a price increase for plots. Marble stated the Columbarium is funded for 2024 but we have some decisions about where to place it. She stated the prices for cemetery fees have not been increased since 2014 and a Resolution will be considered before the end of the year to increase the plot and interment fees. Marble stated the preference is to gradually increase the prices yearly rather than one large increase and then wait ten years for another large increase.

Koelsch presented broadband requests that included software and equipment upgrades. Watson asked about the water treatment plant conversion and Slattery stated discussed the conversion and stated Cowan Engineering is working on a cost.

b. Proposal for Mission, Vision and Values

Schoening stated this process includes identifying the overall vision, mission and an employee satisfaction survey that includes staff and council. He stated he will have a proposal ready for the November meeting and the cost is \$10,000 for the consultant to administer this process.

c. Zoll Ventilator purchase for Tuttle EMS

Smith stated 522 funds will purchase the 3<sup>rd</sup> ventilator for a backup and the 3<sup>rd</sup> ambulance. He stated it is 100% reimbursed by 522 funds. Perryman asked if this is a state contract item and Smith stated additional purchase from Zoll.

3. INFORMATION AND REPORTS

a. City Manager and Department Reports, including reports posted on the agendas for the City Council, Tuttle Public Works Authority Board of Directors, and Tuttle Development Authority Board of Directors

Smith stated the fire department is doing public education at the schools through October.

He stated the department has a 2009 rescue truck that no longer runs and cost is \$3700 to repair. He stated the granny basketball game is October 21<sup>st</sup> at 7pm. He stated the fire department open house is this Wednesday the 11<sup>th</sup>.

Fay presented storm sirens will be complete tomorrow and handheld radio chips are on backorder. He stated the EMPG grant for 2022 is closed and 2024 grant is filed and approved.

Mowdy presented city wide training day was today and included anti-harassment, ethics and active shooter.

Cluck presented upcoming grants for body cam of \$4800 with 50/50 match and license plate reader of \$15,000 at no cost to the city.

b. Councilmember Reports

None

**ANNOUNCEMENTS**

**ADJOURNMENT**

**Motion was made by Dickson, seconded by Hughes to adjourn the Workshop Meeting at 6:55 p.m. Motion carried as follows:**

**Aye: Dickson, Watson, Hughes and McLeroy**

**Nay: None**

Attest:

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Wendy Marble, City Clerk

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Aaron McLeroy, Mayor