

**APPROVED MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
SEPTEMBER 28, 2016
7:00 PM**

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Eric Peterson, Linda Nanko/Yeager, Lisa Iverson, Claire Luger and Joe Zerwas
Absent:

Also Present: Robb Linwood-Assistant City Administrator, Craig Mattson-City Administrator, Tina Meyer-Comptroller, Marty Powers-Public Works Superintendent, and Fred Weck-Building Official /Zoning Administrator

1. 2017 Budget Work-session

Tina Meyer – Comptroller – Passed out Budget Documents and expense summaries. 2017 Capital Expenditure Items.

City Administrator Mattson – Stated that we would be reviewing the 2017 budgets of Building, Public Works and Administration.

Park Board is asking for levy dollars of \$20,000 for park equipment

Public Works Department – Marty Powers – Summarized some of the changes in his budget

- Training and Instruction – We have more mandatory Training that needs to be completed
- Motor Fuels – Increase with fuel changes and wants to be able to do more projects in house.
- Signing Materials – Will be reviewing the status of the reflectivity policy for signage and how far the project is completed
- Rentals – Rent Equipment – Ex Jackhammer. Renting a mower brush mower

Capital Improvement Items requests:

- Public Works daily truck – Staff is having some major issues, wiring, steering column. City Council questioned bringing trucks to other mechanics to have service needs reviewed.
- \$100,000 Sealcoating
- \$25,000 for Gravel – The first half of Kettle River Blvd N. – 269th Street, 250th Street back half is in poor shape and Hamlet Ave.
- \$15,000 Public Works Shop Roof – The condition of the roof is very poor
- \$27,667 – Last Payment for Caterpillar 924 Front End Loader
- Would like to trade in current equipment and then would require \$9,000 to 11,000 for new skid steer that would allow for much versatile use and efficiency

Building Inspection

- Planning and Zoning Budget for 2017 will be going down slightly due to comp plan updates

Council asked if some funds should be in place for the 2017 for the planning and zoning for the comp plan.

- Building Inspection – Wages – Diane Krinkie has more wage in building due to providing more clerical work and services to this department
- Training – Will be necessary to have those funds in 2017 to keep key certifications to be able to do to building inspections

Administration

- Tina Meyer Comptroller – Explained that she has split things by the department for city clerk office and financial administration – This will allow for better financial tracking in this area.

City Council questioned if enough FICA and PERA was budgeted

Tina Meyer Comptroller– Yes, it looks different because of separation of departments.

- City Council: Questioned funds for: Attorney, Telephone, and Publications

Tina Meyer Comptroller – Fund balances in those accounts will be cut down for 2017

City council asked staff to review numbers and present updated budget at October 12, 2016 Budget Work Session