



Regular Meeting
Monday – October 21, 2013
7:00 p.m.

CALL TO ORDER

Mayor Perry called the regularly-scheduled meeting to order at 7:01 p.m. and led the Pledge of Allegiance.

ROLL CALL

Present: Mayor Pro Tem Taylor, Councilmembers Whalen, Jones, Ott, Morton, Manley, and Zaroudny

Absent None

STAFF PRESENT

City Administrator Mukerjee, Public Works Director Neal, and Finance Director Tylor

ADDITIONS / DELETIONS

None.

CITIZEN PARTICIPATION

None.

CONSENT AGENDA

Approval of:

- A. Minutes from the meetings of 10/14/2013.
- B. Checks/voucher numbers 54450-54501 in the amount of \$86,717.80.
- C. Payroll disbursement for 10/5/2013 in the amount of \$211,172.21.

COUNCILMEMBER MORTON MOVED, seconded by Councilmember Whalen, to approve the Consent Agenda as presented. **Passed 7/0.**

PUBLIC HEARING – 1st Public Hearing – 2014 Budget

Mayor Perry opened the public hearing at 7:03 p.m.

There was no public comment.

Mayor Perry closed the public hearing at 7:04 p.m.

REGULAR AGENDA

A. Award Design Contract for Milton Way Sidewalk Project

City Administrator Mukerjee and Director Neal explained this is for the design phase so the project would be considered “shovel-ready” for future construction grants that come available. Director Neal clarified the location of the project and space for bicycles.

COUNCILMEMBER OTT MOVED, seconded by Councilmember Morton, to authorize a contract with the engineering firm of Gray & Osborne Inc. for design of the Milton Way Pedestrian Improvement Project (17th Avenue to 22nd Avenue) for a cost not to exceed \$77,650.

Councilmember Morton said this is a much-needed section of sidewalks in Milton.

The matter was voted on and passed 7/0.

B. Utility and Other Funds – Study Item

City Administrator Mukerjee briefed the Council on the budget calendar. Director Tylor handed out replacement pages for the budget book based on last meeting’s corrections, and explained the format and shared costs of each fund, while Director Neal explained the details.

Councilmember Zaroudny requested that payroll taxes and benefits be broken down in the budget document.

The following funds were discussed and clarified:

- **Streets**
 - The vector truck cost is spread across all utility funds, and other departments will pay for use of the truck.
- **Electric Utility**
 - Administration (office)
 - Operations (crew)
 - There are no anticipated personnel changes for 2014.

- The amount being set aside for the substation acquisition may not be sufficient.
 - The continued fluctuation in the utility pole rental fees is being addressed.
 - Mayor Perry asked about the recent history of electric fund employees – Director Neal answered there has been no turnover since she’s been with the City, except maybe one retirement in about 2006.
- **Water Utility**
 - Administration
 - Operations
 - Director Tylor will resolve a discrepancy in a Springbrook-derived cost inconsistency.
- **Storm Water Utility**
 - Administration
 - NPDES permit requirements
 - A \$50,000 grant received for 2014 will help meeting these requirements.
 - GIS mapping costs associated with the Comprehensive Plan update is applicable.
 - Water sampling at Surprise Lake, ditches, construction sites, etc. is included.
 - Operations
 - There is an error regarding proposed staffing levels on page 179 – Director Tylor confirmed that some of the funds belong in the water fund.
 - The new line items of membership dues and regional monitoring fees are related to the NPDES permit, and Milton is a partner in a region-wide monitoring program.

Mayor Perry called a recess at 8:27 p.m. – the meeting resumed at 8:38 p.m.

- **Vehicle Maintenance**
- **Capital Improvement**
- **Strategic Reserve** – The majority of dollars in this fund is invested and earns income, which is a budgeted transfer out to General Fund Interest Income, with a recommended use for planning studies.
- **Procedure** – This is for drug seizure and confiscated items and is budgeted high to allow opportunity to expense all or most of it.
- **Criminal Justice**
 - Receives state revenues
 - Funds detective
 - Funding for remodel
 - If the COPS grant becomes available again after 2015 the City will apply for it again.
- **Community Events** – for donations and fund raising
- **Reserve Officer’s**
- **REET 1 and REET 2**
 - Started collecting this in the 4th quarter of 2012

- Supports capital improvements, as long as they are in the Comprehensive Plan.
- Expenses include Public Works trust fund loan, traffic study, Interurban Trail repair/maintenance.
- **Traffic Impact Fee**

Director Tylor asked Council to provide any adjustments/revisions at the next meeting.

Mayor Perry affirmed Director Tylor's work on the budget document, saying the format is easy to follow and appreciated by all of Council.

CITY ADMINISTRATOR REPORT

- Reminder that the November 4 meeting is a Special Meeting and will begin at 6:30 p.m. for an Executive Session on police negotiations, and there will be some regular agenda items.

COUNCIL REPORTS

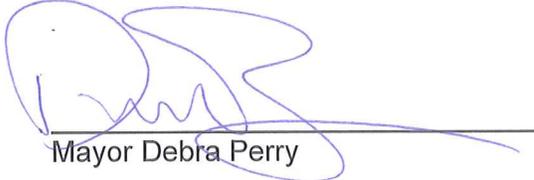
- Councilmember Zaroudny
 - No report.
- Councilmember Manley
 - No report.
- Councilmember Morton
 - No report.
- Councilmember Ott
 - The EPA is still taking input (until 12/7) on the change to the federal water standards.
- Councilmember Whalen
 - Requested that EPFD's responsibility for hydrants be communicated to them, citing the ones at Oak St/12th and 10th/Vine as nearly invisible.
 - Asks that EPFD's statistics and agendas be made available in a more timely manner.
- Councilmember Jones
 - Requested that the school zone beacons be adjusted to the Wednesday late-start schedule.
- Mayor Pro Tem Taylor
 - Asked about the issue with the stop bars on roadways – Director Neal said they are working on it.

MAYOR'S REPORT

- The Police Department Open House had a good turnout; it was arranged by the Police Foundation.
- This year's Milton Bazaar went well and continues to be a big money maker.

ADJOURNMENT

The meeting was adjourned at 9:20 p.m.



Mayor Debra Perry

ATTEST:



Lisa Tylor, City Clerk