

CITY of ROBERTS
February 8, 2022
REGULAR COUNCIL MEETING

The Roberts City Council met in a regular session at the regular place of meeting, after having been notified of said meeting of said council.

Robert (BJ) Berlin.....Mayor
Connie Surerus.....Council
Ben Poston.....Council
Edidt Sanchez.....Council
Shauna Lounsbury.....Council (Absent)
Gale Scrivner.....Clerk
Ron Grant.....Maintenance
April Galbraith.....Librarian

Also present: Karol Poston, Karen Maritt, Damon Johnson with Jensen Poulson & Company, Sheriff Anderson with the Jefferson County Sheriff's Office, Deputy Jake Roberts, Jeff Ammons, and Ursula Benkenstein.

Connie offered the opening prayer, Mayor Berlin led everyone in the Pledge of Allegiance.

Approve Council Minutes: Mayor Berlin entertained a motion to approve the minutes for the January 11, 2022 council meeting. Mayor Berlin asked if there were any changes or corrections.

With no corrections, Mayor Berlin entertained a motion to approve the minutes.

Ben made the motion to approve, the minutes for the January 11, 2022 council meeting, seconded by Edidt, all ayes.

Mayors Report:

Upcoming Personnel Changes: Mayor Berlin said that he had interviewed the maintenance applicants. Jeff Ammons has been hired as the seasonal part-time maintenance employee and will be working during the spring thru the fall on streets and maintenance. Ron will remain full-time. City Council welcomed Jeff back.

Mayor Berlin discussed the policies regarding hiring by administration.

Mayor Berlin announced that the City Clerk/Treasurer, Gale Scrivner, will be retiring on September 30, 2022. Mayor Berlin said tomorrow he will post the position with the application process. Mayor Berlin said the April Galbraith has assisted the city when Gale has been unavailable and she has been assisting the city with a lot of things over time because of her experiences that have been helpful to the city. Mr. Berlin said that April said that she is interested in the position and is someone that he will lean towards, however there will be an application process to see whom else may be available. Mayor Berlin will advise the council at the next city council meeting on whom he has chosen for appointment as the new City Clerk/Treasurer.

Gale has quite a bit of paid time off so for the next little while City Hall will be closed on Fridays until she is retired.

Legislative Report: Mayor Berlin said he was in Boise about a week ago and met with legislators. Being an election year the legislators are in a rush to get thru the sessions. The legislators are trying to fix some of the legislation that was passed last year that effected the cities. With the surplus the legislators are looking at tax relief. They have already passed some significant tax relief. With the surplus the Governor's plan is to fund education, but towards the cities, transportation and infrastructure. There should be more revenue for streets and for DEQ's funding for waste water projects and more money for grant projects for sidewalks and streets. The legislators are hoping to be finished by Mid-March.

Sheriff's Report: Deputy Roberts read the report from 12/11/21 thru 1/7/22, 64 hrs, 22 complaints, 0 arrests, 0 DUIs', and 17 traffic contacts. Deputy Roberts, also, read the report from 1/8/22 thru 2/4/22, 57 hrs, 14 complaints, 0 arrests, 0 DUIs', 4 citations and 23 traffic contacts.

Vote to Approve Sheriff's contract: The Sheriff's contract had no financial changes from the previous year.

Mayor Berlin entertained a motion to approve the sheriff's contract.

Edidt made the motion to approve the sheriff's contract, seconded by Connie, all ayes.

Roll call vote was taken by the Clerk, Edidt aye, Ben aye, and Connie aye.

Audit Report: Damon Johnson with Jensen Poulsen & Company gave the report. Damon said that City continued to improve its financial position for the fiscal year ending September 30, 2021. Unrestricted cash balances increased approximately \$139,000 over the prior year. Restricted cash balance for reserved bond payments were at \$146,000; well over one year of payments.

General Fund reported positive results. Revenue increased \$81,000, and totaled \$325,000 for the fiscal year. Highway Users revenue increased \$9,000, liquor apportionment increased \$5,000, and property taxes increased \$2,500. The major increase was the receipt of \$50,000 from a sale of City property. The remaining revenues sources were comparable to the previous year. Total revenues were approximately \$740,000 less than budgeted as a result of not receiving a grant that was budgeted.

Expenditures for the General Fund totaled \$284,000 about \$94,000 more than prior year. Admin cost increased \$70,000 and totaled \$189,000. This included \$35,000 for a Wheel Loader with a sweeper and flatbed trailer, \$9,000 for a lawn mower, and \$3,000 for a firetruck. The remaining increase in admin can be attributed to general increases in expenditures. Library expenditures were \$22,700 and street expenditures \$38,600. The General fund also spent \$8,800 for police protection, \$10,700 for parks maintenance, and \$14,000 for event center costs. Expenditures \$811,000 less than budgeted amounts as a result of not receiving a grant. Overall the General Fund ended the year with an increase in fund balance of approximately \$41,000 and fund balance ended the year at \$358,856. The cash balance e for the General Fund was \$335,479 at September 30, 2021.

Proprietary Fund, the water fund report revenues of \$116,000 which was comparable to the prior year. Expenses totaled \$102,250 and posted net income of \$21,400 for the year, an unrestricted cash balance