

ASOTIN CITY COUNCIL BUDGET WORKSHOP MINUTES

November 13, 2017

**Asotin City Hall, 121 Cleveland Street, Asotin WA
Budget Workshop**

CALL TO ORDER: Mayor Bonfield called the City Council Meeting to order at 6:35p.m.

ROLL CALL: Joe Appleton, Jennifer Bly, Lori Loseth, Mervin Schneider, George Tucker

STAFF PRESENT: Clerk/Treasurer, Tiffany Rogers

PRESS: Lewiston Morning Tribune, Tom Holm

AUDIENCE: None

Mayor Bonfield asked Clerk/Treasurer, Tiffany Rogers to distribute handouts of the proposed budget for the General Funds.

Mayor Bonfield stated Clerk/Treasurer, Tiffany Rogers and the appropriate department head had already examined the budgets for Water, Waste Water Treatment Plant and Streets. These funds are balanced.

Clerk/Treasurer, Tiffany Rogers explained to the council that the each budget has cut three to four percent out of their budget to comply. The General Fund is the budget with the deficit since the Levy Lid Lift did not pass the election on November 7th.

Mayor Bonfield previously asked Clerk/Treasurer to create different scenarios of reductions to the general fund budget. One of those scenarios was to remove all dependent benefits. Currently the city pays for 80% of the employee's dependents medical, dental and vision.

An additional reduction scenario would be no employee wage increase for 2018. Also, the police holiday pay was discussed to only pay holiday pay at time and a half if the police officer is scheduled to work on that holiday.

Clerk/Treasurer, Tiffany Rogers distributed an individual report to the Mayor and the Council for the General Funds which included the Police, Fire, Civil Service, Asotin Municipal Court and Parks. Also a distribution of the employee's payroll and benefits through the Cost Allocation report was distributed too as follows:

Percentages by Funds per employee

Bob Portlock

Public Works Superintendent

Street Fund #103 25%

Water Fund #401 35%

WWTP Fund #402 40%

Kirk Frye

WWTP/Public Works Maintenance Technician

General Fund #001 5%

Street Fund #103 20%

5% General Fund

Water Fund #401 50%
WWTP Fund #402 25%

Tiffany Rogers

Clerk/Treasurer

General Fund #001 15%
Street Fund #103 25%
Water Fund #401 25%
WWTP Fund #402 25%
Stormwater Fund #403 10%

15% General Fund

Tina Davidson

Deputy Clerk/Court Administrator

General Fund #001 15%
Street Fund #103 5%
Water Fund #401 35%
WWTP Fund #402 35%
Stormwater Fund #403 10%

15% General Fund

Bill Frye

Waste Water Treatment Plant

WWTP Fund #402 100%

Monte Renzelman

Greg Adelsbach

Jody Brown

Donna Manchester

Erik Spaulding

Police Department Fund 001 100%

100% General Fund

Mayor Bonfield explained, the City applied two years in a row for the COPS grant funding for the third police officer but was denied.

The Asotin-Anatone School District cannot commit to any additional funding to the city for the School Resource Officer due to pending legislation.

Mayor Bonfield stated she placed an inquiry to Municipal Research to see if the Mayor and Council can donate or not take their salary. The answer is yes the Mayor and the Councilmembers can voluntarily choose to waive, refuse, or donate a portion or all of the salary that has been established for the position. Mayor Bonfield stated she is willing to give her salary if it means not cutting a person.

Mayor Bonfield stated the city is still unsure of how much income will be produced from the Asotin Municipal Court. The plan would be if we can just break even. The court is not in place to be a money maker.

Clerk/Treasurer, Tiffany Rogers stated even with all the reduction scenarios the general fund is still \$66,000.00 from being in the black.

Clerk/Treasurer, Tiffany Rogers stated to the council that they are more than welcome to review the information with her at any time and to go over any questions or concerns they may have.

There were various discussions concerning the projected budget. No decisions were made. Mayor Bonfield stated she would like to have one more budget workshop scheduled within the next two weeks.

ADJOURNMENT: Motion to adjourn the meeting made by Councilmember Schneider. Seconded by Councilmember Bly. There was no discussion. All Ayes. Motion carried. Meeting adjourned at 7:05pm.

Mayor Bonfield

Clerk/Treasurer, Tiffany Rogers