

CALAIS CITY COUNCIL
AUGUST 13, 2020

The monthly meeting of the Calais City Council was held this date at Calais High School at 6:00 p.m.

Present was Mayor Howard presiding over Councilors Mingo, Rogers, Sherrard, Carr and Moreside.

On a motion by Councilor Moreside and a second by Councilor Sherrard, it was unanimously voted to approve the following consent agenda:

- A. Previous Minutes
- B. Chase Fund for August - \$200.00
- C. Monthly Departmental Reports
- D. Treasurer's Warrants City through August 12, 2020
\$ 506,764.87
- E. Treasurer's Warrants School through August 12, 2020
\$903,861.95
- F. Treasurer's Warrants Water through August 12, 2020
\$ 29,273.06
- G. Perpetual Care Applications – William Gibson Lot & Wayne Claridge Lot

The Finance Director presented the following 2020-2021 Ambulance Budget

INSERT AMBULANCE BUDGET

It was moved by Councilor Sherrard and seconded by Councilor Mingo to adopt this budget. Voting in favor were Councilors Sherrard, Mingo, Carr, Rogers and Moreside. Mayor Howard voted in opposition. Motion Carried.

The City Manager then gave his report on the following:

- Wish for a speedy recovery to Police Officer Bishop, motorcycle accident
- Thank you letter from Jayna Smith for Baseball Season
- Community BBQ, thanks to those who contributed
- Covid-19 challenges
- Rec Dept/pool incident

Attendance

Consent agenda

Ambulance Budget

City Manager report

FY21 Ambulance Budget Summary

	FY20	FY21	\$ Change	% Change
	As Passed	As Proposed		
Projected Revenues	1,339,106.00	1,344,936.00	5,830.00	0.44%
Payroll - Regular Wages	296,000.00	307,400.00	11,400.00	3.85%
Payroll - Overtime Wages	75,000.00	64,000.00	(11,000.00)	-14.67%
Payroll - Part Time	71,500.00	71,500.00	-	0.00%
Benefits - FICA/UC/WC	61,500.00	58,525.00	(2,975.00)	-4.84%
Benefits - Life/Retirement	26,100.00	40,000.00	13,900.00	53.26%
Benefits - Health/Dental/IP	101,500.00	74,700.00	(26,800.00)	-26.40%
Benefits - Flexible Spending Acct	1,875.00	1,875.00	-	0.00%
FF Wage Reimbursement	30,000.00	30,000.00	-	0.00%
Administrative - Manager	18,200.00	18,600.00	400.00	2.20%
Administrative - Finance	7,000.00	7,120.00	120.00	1.71%
Admin - PW Mechanic	4,600.00	4,700.00	100.00	2.17%
Dues	1,605.00	1,605.00	-	0.00%
Telephone	2,000.00	2,000.00	-	0.00%
Rental Fees	13,550.00	13,520.00	(30.00)	-0.22%
Capital Outlay - Ambulance	65,000.00	65,000.00	-	0.00%
Fuel, Oil & Lube	25,125.00	18,000.00	(7,125.00)	-28.36%
Tires	3,000.00	3,000.00	-	0.00%
Vehicle Maintenance	7,000.00	8,000.00	1,000.00	14.29%
Office Equipment	1,875.00	2,200.00	325.00	17.33%
Ambulance Equipment	21,000.00	21,000.00	-	0.00%
Radios/Repair	900.00	900.00	-	0.00%
Office Supplies	800.00	800.00	-	0.00%
Janitorial Supplies	500.00	500.00	-	0.00%
Supplies - Oxygen	3,000.00	3,000.00	-	0.00%
Supplies - Pharmacy	3,500.00	3,500.00	-	0.00%
Supplies - Medical	11,000.00	11,000.00	-	0.00%
Medical Screenings	200.00	200.00	-	0.00%
Drug/Alcohol Testing	620.00	620.00	-	0.00%
Licenses & Fees	900.00	900.00	-	0.00%
Travel	500.00	500.00	-	0.00%
Property & Casualty	8,950.00	9,845.00	895.00	10.00%
Postage	300.00	300.00	-	0.00%
Advertising	500.00	1,000.00	500.00	100.00%
Clothing - Uniforms	3,000.00	2,500.00	(500.00)	-16.67%
Education & Training	7,000.00	7,000.00	-	0.00%
Legal & Audit Fees	2,600.00	2,900.00	300.00	11.54%
Contract Svcs - Billing	26,500.00	26,500.00	-	0.00%
Contract Svcs - Maint	5,250.00	5,250.00	-	0.00%
Contract Svcs - Back Up	600.00	600.00	-	0.00%
Contract Svcs - CRH	350.00	350.00	-	0.00%
Monitors - Principal	20,169.00	15,439.00	(4,730.00)	-23.45%
Monitors - Interest	618.00	152.00	(466.00)	-75.40%
Contractual Allowance	389,000.00	395,000.00	6,000.00	1.54%
Bad Debt	29,000.00	43,000.00	14,000.00	48.28%
Subtotal	1,349,187.00	1,344,501.00	(4,686.00)	-0.35%
Budgeted Net Income/(Loss)	(10,081.00)	435.00	10,516.00	

NOTE: This Summary varies from the one presented previously. Due to software limitations, Contractual Allowance is now reflected as expenses, rather than reductions to Revenue. Although total expenses increased by moving these to expenses, the revenues also increased so the bottom line amount is the same as previously presented.

The City Manager then asked the Council to consider suspending the Council rules and add permission to expend from undesignated fund balance for the purchase of parts for the repair of the sidewalk sweeper to the agenda.

Suspend rules-add agenda item

On a motion by Councilor Rogers and a second by Councilor Moreside, it was unanimously voted to suspend the rules and add this item to the agenda.

It was then moved by Councilor Moreside, seconded by Councilor Sherrard, and unanimously voted to authorize the Public Works Director to expend up to and additional \$7,000 from Undesignated Fund Balance to purchase the parts needed for the repair of the sidewalk sweeper.

Sidewalk sweeper

The following Council Committee Reports were submitted:

Committee reports

1. **Finance Committee** – no report
2. **Property Committee** – no report
3. **Public Works Committee** – no report
4. **Public Safety Committee** – no report
5. **School Liaison Committee** – Councilor Rogers updated the Council on the school reopening plans and the proposed expansion project.

The request for a Medical Marijuana Retail was tabled until a suitable location is found.

Medical Marijuana

On a motion by Councilor Sherrard and a second by Councilor Moreside, it was unanimously voted to authorize the Public Works Director to solicit 3 quotes on a Diagnostic Analyzer to be used by the City's Mechanic on City Vehicles.

Diagnostic Analyzer

The next agenda item, security system upgrade was tabled until the next meeting.

Downtown Security Cameras

On a motion by Councilor Sherrard and a second by Councilor Rogers, it was unanimously voted to accept the DEP grant for the Main Street Sewer Project which has a total project cost of \$2,960,000, with a 92.11% grant/forgiveness offer.

DEP sewer grant

It was moved by Councilor Moreside, seconded by Councilor Mingo, and unanimously voted to authorize the Fire Dept to solicit bids for two imaging cameras.

FD Imaging Cameras

On a motion by Councilor Sherrard and a second by Councilor Rogers, it was unanimously voted to cast a ballot for the

MMA Leg. Policy Committee

nominated slate of officers for the MMA Legislative Policy Committee.

It was moved by Councilor Sherrard, seconded by Councilor Rogers, and unanimously voted to vote for the nominated slate of officers for the MMA Executive Committee.

On a motion by Councilor Moreside and a second by Councilor Mingo, it was unanimously voted to accept the Tax Collector's Certificates of Settlement for the 2016 & 2017 taxes.

On a motion by Councilor Moreside and a second by Councilor Rogers, it was unanimously voted to hold the September meetings on Sept 10th and Sept 24th in the Calais High School Library.

Other items addressed with no Council action being taken at this time included:

- nice to see depts working so hard w/covid
- Calais High School Graduation
- Fire Chief Clark helping with Fire Marshall visit
- City looking nice
- Need to focus on school reopening

It was moved by Councilor Sherrard, seconded by Councilor Mingo, and unanimously voted to retire into Executive Session at 6:35 p.m. for legal issues.

Open Session resumed at 7:13 p.m.

There being no further business to come before the City Council at this time, it was moved by Councilor Sherrard, seconded by Councilor Moreside, and unanimously voted to adjourn this meeting at 7:15 p.m.

ATTEST: Crystal Gallina
Crystal Gallina, Clerk Pro Tempore

MMA Executive Committee

Certificates of Settlement

Sept Council Meetings

Other Items

Executive Session

Adjourn