CHISHOLM CITY COUNCIL

WORKING SESSION – OCTOBER 9, 2018

CALL TO ORDER

Mayor Mary Jo Rahja called the City Council Working Session to order in the City Hall Council Chambers at 5:30 p.m.

ROLL CALL

Present: Council Members Campbell, Halverson, Mikkola-Rahja, Varda, Scaia and Mayor Rahja

Absent: None

Also Present: Interim Administrator David Carlstrom, Deputy Clerk William Manney and Jeffery Sterle of Sterle & Company.

ADOPT THE AGENDA

Moved by Councilor Campbell and supported by Councilor Halverson to adopt the Agenda with the addition of 2017 Audit Review.

Voting Aye: All Motion Carried

2017 AUDIT REVIEW

Mr. Sterle reviewed the results of the 2017 audit, covering the General Letter of Audit Findings, Management Letter and the Financial Statements. After a short presentation, Mr. Sterle answered questions from the City Council. The Mayor and Council thanked Mr. Sterle for his presentation. Mr. Sterle stated that he would be available for any further questions the Council had at any time.

2019 BUDGET DISCUSSION

The Deputy Clerk passed out a Budget Planning Model to each of the Council Members. He explained how the department planning process could work for 2019. After some discussion, Mr. Carlstrom review in detail the individual line items in the cost centers for the Mayor, and Administration. Specific line items were reviewed for the expenses coded for the first 9 months of 2018. The Council asked when the other departments would be available for review. Mr. Carlstrom stated the current plan is to have all of the departments completed and reviewed by the end of October. He further stated, this will allow time for the Council to plan the Capital Projects for 2019, knowing what monies are available. The Council then discussed the five year capital plan prepared for 2018 and asked that the project list be updated for consideration and prioritizing for the 2019 budget. There being no further discussion the Mayor requested a motion to adjourn.

ADJOURN WORKING SESSION

Moved by Councilor Campbell and supported by Councilor Scaia to adjourn the Working Session meeting at 6:50 p.m.

Voting Aye: All Motion Carried

/s/ Mary Jo Rahja
Mayor

Attest:

/s/ David D. Carlstrom
Interim City Clerk- Treasurer/Administrator