

ELYSIAN BUDGET & FINANCE ADVISORY COMMITTEE

February 10, 2011

City Hall

The meeting convened at 3:08 pm. Members present: Pat Nusbaum, Jason Moran, Katy Anttila, John Stephanie. Absent: Wayne Unke

In Chairman Unke's absence, the committee agreed to discuss the agenda items without naming a vice chair.

Lorri Kopischke joined the meeting to discuss the pros and cons of converting to postcard utility billing. The primary advantage would be cost savings of \$.16 per envelope, \$.16 postage on each bill and time spent stuffing envelopes. Issues to be concerned about include the possibility the perforated form could be caught in sorting machines, possible loss due to small size of the form, and providing the "Notes from City Hall" to residents who don't have internet access. As the city has nearly a year's inventory of forms and envelopes, the matter will continue to be considered at future meetings. Lorri Kopischke will research and report other cities' experience with postcard billing.

The Purchasing Policy previously approved for presentation to the City Council was addressed. An emergency purchase clause for the fire department was added because the Joint Fire Board voted at its Jan. 31 meeting to authorize emergency purchases by the fire chief of up to \$1,500. Pat Nusbaum expressed concern that the proposed policy exceeded the city's needs. The committee voted 3-1 to recommend the Council adopt the Purchasing Policy.

Matt Maes of Waste Management joined the meeting to discuss a new sanitation service contract. The inclusion of commercial rates, changes to residential rates, length of the new contract, whether a fuel surcharge clause is necessary, and the value of city billing and collection services were all addressed. Mr. Maes will provide a proposed contract for the Committee's review prior to the next meeting and will be present for discussion at that time.

Our next meeting will be at 3 pm, Monday, March 7, at City Hall. The agenda will include determining goals in reviewing the Water and Sewer Departments.

The meeting adjourned at 4:35 pm.

Respectfully submitted,
Kathleen Anttila