

**SPECIAL CITY COUNCIL MEETING MINUTES IN
BRITT MUNICIPAL ROOM ON TUESDAY, APRIL 23rd, 2024, 6:00 P.M.**

1) OPENING BUSINESS

- a. Call meeting to order.

Minutes: Meeting was called to order by Mayor Jim Nelson.

- b. Roll call.

Minutes: Present were Curt Gast, Ashley Weiss, Todd Hildman, Angela Nelson, and Jefry Moore

- c. Pledge of Allegiance

- d. Conflict of Interest (state if applicable)

- e. Approval of Agenda

Minutes: It was motioned by Weiss and seconded by Hildman to approve the agenda as set. Motion carried unanimously.

2) PUBLIC HEARING FOR FY 2024-2025 PROPOSED BUDGET

Minutes: It was motioned by Gast and seconded by A. Nelson to open the public hearing at 6:02pm. A roll call vote was held which was as follows: Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore. There were no written or verbal comments made to city hall or at the public hearing. The hearing closed at 6:04pm with a motion from Hildman and a second from Gast. A roll call vote was held, Ayes: Gast, Weiss, Hildman, A. Nelson, and Moore.

3) RESOLUTION 09-2024 ADOPTING BUDGET AND CERTIFYING TAXES FOR FY 2024-2025

Minutes: Resolution 09-2024 Adopting FY 24-25 Budget and Certifying Tax Levies to the Hancock County Auditors was offered by Weiss and seconded by Gast. A roll call vote was held which was as follows. Ayes: Gast, Weiss, Hildman, Nelson, and Moore.

4) RESOLUTION 10-2024 AUTHORIZING TRANSFER FOR FY 2023-2024

Minutes: The resolution was offered by Weiss and seconded by Gast, a resolution authorizing Transfers for FY 23-24. A roll call vote was held which was as follows. Ayes: Gast, Weiss, Hildman, Nelson, and Moore.

5) SET PUBLIC HEARING FOR FY 2023-2024 BUDGET AMENDMENT

Minutes: It was motioned by Gast and seconded by Moore to set the public hearing for FY 24 Budget Amendment #2 for Tuesday, May 21st, 2024, at 6:00pm. Motion carried unanimously.

6) CREATING A CAPITAL PROJECT FUND FOR FIRE DEPARTMENT

Minutes: It was motioned by A. Nelson and seconded by Hildman to approve creating a separate fund dedicated to the Fire Departments' capital projects. Motion carried unanimously.

7) ANDY BUFFINGTON – HAZARD MITIGATION PLAN

Minutes: Andy Buffington explained to the council that every five years we must update our Hazard Mitigation Plan. Buffington handed out worksheets that allow elected officials and employees to give their opinions on the probability, magnitude, warning time, and duration a hazard could occur in Britt. Once they are submitted and the plan is put together, he will ask council to adopt the plan by resolution.

8) STREET CLOSURE FOR WESTVIEW CARE CENTER EVENT

Minutes: It was motioned by A. Nelson and second by Weiss to approve the street closure for Westview Care Center on Tuesday, May 14th blocking off 8th Ave SW from 4th ST SW to 5th ST SW. Motion carried unanimously.

9) MUNICIPAL CODE OF ORDINANCE SUGGESTED CHANGES FROM NIACOG

Minutes: Ibarra presented the recommended changes to our Municipal Code of Ordinance made by Chris diggings with NIACOG. The changes included nuisances, electric vehicle charging stations, and carrying a concealed weapon. Council agreed with changes to our nuisance and were required by law to remove carrying a concealed weapon

ordinance. They rejected the electric charging station recommendation since the city does not foresee putting in a city-owned electric vehicle charging station.

10) HIRING OF POOL MANAGER AND ASSISTANT POOL MANAGER

Minutes: It was motioned by Gast and seconded by Weiss to approve hiring Elizabeth Gretillat as the Pool Manager and Candace Smith as the Assistant Pool Manager. Motion carried unanimously.

11) ACCOUNTING SOFTWARE UPDATE

Minutes: Our accounting software gWorks, is transitioning to cloud-based software. The city will have to make the switch within the coming years. The cost of the software would be double the cost of our current software but does come with more capabilities.

12) POLICE CHIEF SALARY DUE TO OVERTIME HOURS

Minutes: It was motioned by Moore and seconded by Hildman to compensate Chief Harmon half his hourly rate for every hour he is on call until the department is fully staffed. Motion carried unanimously.

13) TENTATIVELY CLOSING MAIN AVE ON MAY 3RD FOR CHAMBER EVENT .

Minutes: It was motioned by Gast and seconded by Weiss to approve closing main street on May 3rd from 3pm to 5pm from 1st ST S to 2nd ST N. Motion carried unanimously.

14) Public Comment:

Minutes: City Attorney, Earl Hill, believes it may be in the best interest of the city to hire a consultant that is knowledgeable on the sale of golf courses. Ibarra will get quotes and have more information for the May council meeting.

15) ADJOURN

Minutes: It was motioned by Gast and seconded by Nelson to adjourn. Motion carried unanimously.

Elizabeth Ibarra, City Clerk

Jim Nelson, Mayor