

Minutes of City of Dunkirk Finance Committee held on April 7th, 2014

Present: Councilman Mike Michalski, Chairperson

Councilman Andy Gonzalez, Member

Rich Halas, FAO

Mark Woods, City Treasurer

Guests: Gib Snyder- Observer, Sue Chiappone – Buffalo News

Absent: Councilwoman Stephanie Kiyak, Member

Opening: Chairman Michalski opened the meeting at 4:15pm.

Meeting Content:

Hill Engineering update – Halas discussed the Willow Brook Ave. storage tank needs to be disinfected and should be ready for use in May 2014. WTP filter bed renovation should be completed by end of May 2014. All WTP Phase II projects should be completed by May 2015.

Michalski questioned how the city can proceed with long-term financing; given the total cost of the planned WTP upgrades will not be known/completed prior to project completion. Woods stated we will need to know total costs by mid-January 2015. Payments will most likely be annually on the principle and semi-annual on the interest. Woods stated there is a portion of short-term financing maturing in March 2015, at which point we would then go to l/t financing with the first payment due Sept./Oct. 2015.

Insurance RFQ & RFP – The current contract with Lawley Insurance expires July 2014. Halas detailed RFQ areas of evaluation to include: size of agency, staff, number of municipalities under management, familiarity with City of Dunkirk etc. Because this is considered “professional services”, this process by law does not have to go through the RFQ process. The city is however pursuing RFQ’s somewhat due to correspondence received from other insurance companies wanting the opportunity to bid on the city’s insurance business. Eventually an RFP would also be issued to ascertain a proposed premium amount. The RFQ should be published within one week’s time.

Treasure’s Report / KVS update – Woods stated his department is looking at the third week in May to start training and moving utility bills, accounts receivable and property taxes over to the new KVS system. Michalski followed up on a questioned about Industrial Sewer fines billed versus collected from an earlier meeting. Woods & Dolce stated there were several large violations billed and discussion with violators is centering on getting the problem solved. Money will be coming in from fines; however it will be less than the amount billed.

Proposed budget transfers – Unanticipated boiler repairs at City Hall with a cost of \$4,500. Transfer \$2,000 from Repair/Maintenance to Contracted Services.

Budget Reports – as of 03/31/2014 which represents one quarter of the year (goal = 25%).

Fund III – overtime for industrial pretreatment (137%): State testing requirements are increasing, fueling overtime.

Snow Removal: at 60% of annual budget. Reimbursement from State & County road plowing is credited on the revenue side and is not used to “net” this line.

Overtime – Building City Hall: will be reimbursed by court system.

Fire Department – overtime: currently at 28% of annual budget. Regarding the proposed transfer as discussed at earlier finance meeting. Chief Ahlstrom proposed \$7,000 for thermal imaging camera and \$18,000 moved to O/T line. Given current status of this line (3% over budget), \$18K will remain in current budget line and not moved to O/T line.

Fund II – water distribution overtime: budgeted at \$12.5K, currently at \$12.2K (97% of annual budget). This was due to water breaks throughout the city during harsh winter.

Halas reported on reimbursement from Bike Path and CHIPS stated we are online to receive these funds; however no monies have been recognized to date. Seawall funding is close according to Dolce. Nussbaumer Engineering fees will be paid out of bond for the Sea Wall work which will go towards engineering designs. New York State sources of funding are close to being realized for this project as well.

Meeting adjourned 4:55pm.