

**MINUTES
UTILITY ADVISORY BOARD
CITY OF DUNNELLON
AUGUST 15, 2016 AT 3:00 P.M.**

Chairman Hugh Lochrane called the meeting to order at 3:00 p.m. and led the Pledge of Allegiance.

PROOF OF PUBLICATION: The agenda was posted on the City's website and City Hall Bulletin Board on Friday, August 12, 2016.

ROLL CALL:

Members Present: Hugh Lochrane, Burt Eno, William Descalzi, Jim Hicklin, Denise Rondeau

Members Absent: Tom Brady, Cynthia Williams, Alan Wise

Staff Present: Jan Smith, Teresa Malmberg

1. FY2017 PROPOSED BUDGET - WATER / SEWER

Jan Smith and Members reviewed the water and sewer budgets line by line beginning with revenues and made several recommendations with regard to expenses.

Recommendations: 1) Items split w/General Fund change to 50/50 so that water/sewer are 25% each; 2) Reduce legal to \$2500 each water and sewer; 3) Find a way to reduce lockbox and other utility billing related costs; 4) Remove the \$8800 for combining the water and sewer funds.

Jim Hicklin made a motion to forward the recommendations to Council. Denise Rondeau seconded. The motion passed by unanimous vote, 5-0.

Members discussed the options for utilities department director, i.e., hiring a director at approximately \$78K plus \$20K for an engineer; pay an engineer approximately \$80K; or contract out services. Council is leaning toward hiring a director. The consensus of the Board is not to hire a full time director.

2. PUBLIC COMMENT: Councilman Hancock spoke about the utility department operation, and the need for learning. The approach to any budget should be to understand the process, then pursue the best options for those processes. We cannot just drop things until we know what is occurring, research the options, and then make changes. Regardless of which way you're going, money needs to be in the budget. We have to make sure we have proper oversight.

3. ADJOURNMENT: The meeting was adjourned at 5:33 p.m.

Hugh Lochrane, Chairman

Teresa Malmberg, Admin. Coordinator