



Office of Jim Grafton
City Administrator ▪ Public Works Director

Date: 3-5-19

Re: Finance Meeting

Attendance: Mayor Carter, Rick Lohse, Bob Rockwell, Caryn Unsicker, Kathy Hall, Ian Pavelonis, Larry York, Tony Trulson, Jim Nelson, Chief Winters, Jim Grafton

Location: City Hall 121 11th Street

Chairman Lohse called the meeting to order at 5:45pm and noted a quorum was present for one agenda item.

The purpose of the meeting was discussion on the water sewer billing schedule; proposed to go from quarterly to monthly billing. Clerk Nelson explained the current rates in effect based on 1000 cubic feet as minimum is \$108.67 (water admin \$3.66, sewer admin \$4.37, garbage \$25.81, water \$27.03 and sewer at \$47.80). The monthly bill would be based on 333 cubic feet as minimum bill, admin fees remain the same, garbage \$8.60, water \$9.01 (by ordinance 3% increase in May to \$9.27), sewer at \$15.92 (\$41.57 as the minimum bill). It was noted the garbage rate would go up per ordinance from \$25.81 to \$26.58 (\$8.86 monthly). The minimum bill would be \$42.08 after May 1st 2019. Clerk Nelson offered an incentive to go wireless; \$1 off if WSG bill emailed to resident and another \$1 discount if the resident signs up for automatic bill pay. The Mayor noted there would be additional fees collected for admin fees over the period of a year. Alderman York suggested a survey regarding monthly billing. Aldermen discussed further the proposal to move to monthly billing.

Clerk Nelson noted the several advantages to monthly billing; there would be no proration of bills, high use situations won't drag on for months before it's noticed resulting in high bills and occasionally requests for relief, final bills can be done more efficiently, and non-payment customers can be shut off sooner. The downside would be additional postage, monthly processing and larger monthly mailings.

The next step in the process is to pass to COW on March 19th for consideration and readings.

There were no other agenda items and the meeting was adjourned at 6:00pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Grafton". The signature is written in a cursive, flowing style.