

Finance Committee Meeting Minutes
Tuesday, August 14, 2023 at 5:00 P.M.
City Hall Council Chambers

1. CALL TO ORDER

Derek Lundell called the meeting to order at 5:00 p.m. Roll call: Derek Lundell, Council Member – present; Steve Gesme, Council Member – present; Matt Montgomery, Mayor – absent

Also present: City Administrator Neil Jensen, Utility Clerk Ellen Hartman, Council Member Diane Johnson, Ambulance Director Tim Malchow

2. APPROVE MEETING MINUTES

Action – ***Motion by Gesme, second by Lundell, to approve minutes from July 10, 2023 Finance Committee meeting, passing unanimously.***

3. TENNIS COURT USER AGREEMENT

Jensen presented the new tennis court user agreement between the City and ISD #252; nothing has changed but dates from the last agreement.

Action – ***Motion by Gesme, second by Lundell, to recommend the City Council approve the updated tennis court user agreement with ISD #252, passing unanimously.***

4. AMBULANCE DEPARTMENT CONSULTANT

Malchow reported that maintaining profitability in the ambulance department is becoming increasingly difficult; he would like to explore finding additional revenue sources. Mark Jones from Oak Point, Inc. has had success securing funding for ambulance services in other cities by building relationships with the surrounding townships. Malchow requested entering into an agreement with Jones to help the City of Cannon Falls build a relationship with the townships to find more funding options. The cost would be \$7000-\$12,000; less if the City works with Jones while he is St. Paul during the legislative session.

Action – ***Motion by Gesme, second by Lundell, to recommend the City consult with Mark Jones of Oak Point, Inc. about finding more ambulance revenue, passing unanimously.***

5. AMBULANCE CALL BACK FOR FULL-TIME EMPLOYEES

Malchow reported the full-time personnel work 48 hours per pay period. If an unscheduled full-time employee gets called back to work, they get paid for the time they put in. If an employee uses vacation time and responds to a call, the employee is only paid regular time since they did not reach 40 hours. There is no incentive to respond to a call if they are using vacation time. Malchow recommended a minimum of three hours for full-time ambulance employees, paid at time and one half, when they respond to calls outside their normal scheduled shift.

Action – ***Motion by Lundell, second by Gesme, to recommend the City Council approve paying a minimum of three hours for full-time ambulance employees, paid at time and one half, when they respond to calls outside their normal scheduled shift, passing unanimously.***

6. ADJOURNMENT

Action – ***Motion by Lundell, second by Gesme, to adjourn at 5:28 p.m., passing unanimously.***

Respectfully Submitted,
Ellen Hartman, Utility Clerk

-Minutes Approved at the 10/09/23 Finance Meeting-