

FINANCE & UTILITY COMMISSION MEETING
Wednesday, September 17, 2025, 5:00 PM

Mayor Nathan Brown convened the meeting at 5:00 p.m. Those present included Commission Members David Meeske, Donovan Fox, Lee Thomas-Palmer, Jerry Bonano, and Julie Gourley. Council Member Liaisons present were Daniel Yochelson and John Caves. Staff Members present included Julie Martorana, Jeremy Mose, Carrie Myers, John Gerstner, and Rikki Bruchey.

Utility Billing Payment Plan Update – Ms. Myers requested to amend the payment plan minimum amount to \$250 rather than \$200. She stated that as utility rates increase the minimum bill increases and is now almost as much as the minimum payment plan amount. The Commission recommended approval to the Mayor and Council.

Credit Card Processing Fee Discussion – Ms. Bruchey stated currently the City is paying all credit card processing fees, which totals approximately \$36,000 annually. She stated the City is beginning the process of updating the processing vendor and staff recommended reviewing the practices of passing along some or all fees to residents when making a credit card payment. Ms. Bruchey mentioned several additional ways to make payments other than with credit cards, including cash, check, or ACH payment. A lengthy discussion ensued as to the merit of passing along the fees or continuing to cover. Mayor Brown was in favor of continuing to cover the fees stating how extra fees could prove difficult for those residents who have no choice but to use a credit card to cover their bills. After discussion, it was decided to have staff draft a letter to all residents explaining the situation and asking them to amend their payment practices to use ACH when they can so that fees decrease on their own. The Commission recommended bringing a draft of this letter to a future Council Meeting for discussion.

CJ Miller Paving PO 260048 – Mr. Gerstner stated this was to complete paving on East A and East F Streets this fall. Additional paving would be completed in the spring. The Commission recommended approval to the Mayor and Council.

Sports Complex Upgrades – Phases 1 & 2 – Mr. Mose stated by combining Phases 1 and 2 of this project costs would be dramatically reduced for stabilization. The design is 100% complete and Contour is ready to move forward with securing subcontractors. The work included in these phases includes adding 282 parking spaces, loop road installation, sidewalk improvements, stormwater, concession stand, restrooms in the old WTRI building, pickleball court installation, multipurpose field, lighting, walking path, dugouts, etc. The financing for this project spans multiple sources including grants, budget funds, and upcoming BAN financing. If approved soon, Contour would be able to mobilize in late October. The Commission recommended bringing approval to the Mayor and Council.

FY2025 Finance Reports – Staff provided updates. There were no questions.

The meeting adjourned at 5:52pm.

Report prepared by Carrie Myers