

*Proctor's Vision*  
*Proctor, rich with railroad heritage, values above all, its people and their environment. Working together*  
*is our pathway to a safe, secure and progressive community*  
*Slogan: "You Have A Place In Proctor"*

**MINUTES**  
**SPECIAL BUDGET WORKING SESSION**  
**Tuesday, January 3, 2023 4:30 PM**  
**Proctor Community Activity Center, 100 Pionk Dr**

**CALL TO ORDER**

Mayor Ward called the meeting to order at 4:30 pm. All members are present.

**OTHERS PRESENT**

City Administrator Jess Rich, Finance Director Brunfelt, and Administrative Assistant Megan Jordan

Prior to the meeting, Finance Director Brunfelt provided members of the council with a written memo and detailed departmental summary of the proposed budget. Mayor Ward opens the floor to members of the council for discussion. Council has questions for Brunfelt regarding clarification of police training, tourism budgeting, and general fund annual operating expenses. General fund budget for department allotments are also discussed with both Administrator Rich and Finance Director Brunfelt clarifying the budget can be a working document, and budget amendments can be made throughout the year. With the levy set at 6%, council would like to further discuss operating expenses.

Councilor DeWall requests to discuss the proposed budget for the police department and the correlation of the accrued expenses with the addition of the eight officer. Brunfelt explains the additional health insurance, workman's compensation increases, and cost of coverage expenses related to approved military leave.

Councilor Rohweder requests to discuss the fairgrounds and the anticipated projects the board would like to complete. Administrator Rich adds the top five anticipated projects include improvements to the barns, fencing, electrical updates, and gates. Members of the council state due to the fact the city owns the buildings, necessary improvements should continue to remain a priority.

Additional discussions follow including salaries, contract negotiation statuses, employee benefits and required training expenses for our police officers. Members of the council agree with the recommendation to approve the proposed budget as submitted by Finance Director Brunfelt.

Motion by Rohweder, seconded by Johnson and carried 5-0 to adjourn the special budget working session at 5:29 pm.