

**THE COMMON COUNCIL OF THE CIVIL CITY OF NEW ALBANY, INDIANA,  
HELD A WORK SESSION IN THE THIRD FLOOR ASSEMBLY ROOM OF THE  
CITY/COUNTY BUILDING ON THURSDAY, SEPTEMBER 4, 2014 AT 6:00 P.M.**

The meeting of the **New Albany City Council** was called to order by President Pat McLaughlin at 6:00 p.m.

**MEMBERS PRESENT:** Mr. Coffey, Mr. Caesar, Mr. Phipps, Mrs. Benedetti, Mr. Blair, Mr. Gonder, Mr. Zurschmiede, and President Pat McLaughlin. Mrs. Baird was not present.

**OTHERS PRESENT:** Mrs. Moeller, Mr. Lorch and Mrs. Glotzbach

**Mrs. Moeller** stated that Mr. Gibson had a family engagement that came up and apologizes for not being here so they are going to bump Board of Works and City Attorney budgets to next week. She passed out a calendar of important deadline dates that they have to meet and explained that they did meet with DLGF and met the deadline for September 1<sup>st</sup> and the advertising of the budget has been sent to the Tribune and will be published on the 5<sup>th</sup> and 15<sup>th</sup>. She stated that she created booklets for tonight's meeting and asked that they open them to the first page and explained that this is how they anticipated the 2015 budgets.

**Mrs. Benedetti** asked if the cash balance is the General Fund.

**Mrs. Moeller** replied yes.

**Mr. Caesar** asked what the total of the budget was for last year.

**Mrs. Moeller** replied \$22M. She added as they go through the process they will see why there is an increase and explained that the growth rate is 2.7%.

**Mr. Blair** asked if she is saying that they are \$500,000.00 under budget.

**Mrs. Moeller** stated that these are projections and if everyone continues to stay on target with their budgets they will be.

**Mrs. Benedetti** asked how they calculate if they did appropriations to departments.

**Mrs. Moeller** replied that it might be that they don't use all of their allocated monies.

**Mrs. Benedetti** asked if they reflect that they gave these departments a certain amount of money.

**Mrs. Moeller** stated that unless it is encumbered it comes off at the end of the year.

**Mr. Coffey** said that the money that Mrs. Benedetti is talking about was for equipment expenses or infrastructure not operating expenses.

**Mrs. Moeller** explained that if there is an invoice in 2014 for a piece of equipment it can be encumbered to come out of 2014 instead of 2015 and they did encumber some funds this year. She moved on to the Mayor's budget and explained that they have done a comparison between 2014 and 2015 which includes the budget to actual. She stated that based on the growth factor they estimated at 2% salary increase.

**Mr. Phipps** asked about the training line item

**Mrs. Moeller** stated that it would be for travel expenses and any conferences that they staff would attend.

**Mrs. Moeller** stated that there is a travel line item as well.

**Mrs. Moeller** stated that it would depend on what the training is to determine which line item it comes out of.

**Mrs. Benedetti** asked what the Economic Development line item is used for.

**Mrs. Moeller** stated that it is used for expenses that the Mayor has such as plaques for proclamations but she can look to see what all has come out of it.

**Mr. Blair** stated that they've spent almost \$14,000.00 so far this year so he would like to know what comes out of it.

**Mrs. Moeller** said that she can go through those expenses and let them know. She moved on to the Controller's budget and stated that the salary line item decreased because she had budgeted too much last year. She explained that Mr. Flynn has been working extensively to try and estimate what their healthcare costs will be and since they have to pull money from all the different departments when processing these claims, they have removed the healthcare line from some of the other budgets and moved them to the Controller's budget so that they can write one check and one claim. She stated that they will still be able to determine how much each department is costing but the money will be localized to one location for the most part.

**Mrs. Benedetti** asked if they deal directly with Neace Lukens or if they have an HR person that does it.

**Mrs. Moeller** stated that they do both.

**Mrs. Benedetti** asked who the HR person is.

**Mrs. Moeller** stated that she is from HR Integrity and her name is Christina

**Mr. Coffey** asked who owns the company and if it is separate from the insurance company

**Mrs. Moeller** stated that they are totally separate and it has been a good balance.

**Mrs. Benedetti** asked if they are contracted to be here at certain times.

**Mrs. Moeller** stated that they are here on Tuesday mornings and Friday afternoons.

**Mrs. Benedetti** asked what that contract runs us.

**Mrs. Moeller** stated that she is not sure and would have to look it up.

**Mrs. Benedetti** asked if it came out of Board of Works.

**Mrs. Moeller** replied yes. She explained that everything else has pretty much stayed the same in her budget.

**Mr. Blair** asked what contractual services consisted of.

**Mrs. Moeller** stated that it pays for New World and some storage costs.

**Mr. Blair** asked if they anticipate more costs coming out of that as the year goes on.

**Mrs. Moeller** replied yes and explained that they will also be using it for

**Mrs. Benedetti** asked where they are with the new software.

**Mrs. Moeller** stated that it is ready to go whenever they are but they want to make sure the funding is there before they start it.

**Mr. Blair** stated that it is just a matter of pulling the trigger and moving forward

**Mrs. Benedetti** asked if they will see it later on as they are budgeting.

**Mrs. Moeller** stated that is correct.

**Mr. Blair** asked about the training line item and if they anticipate a need for the rest.

**Mrs. Moeller** stated that she has been in the office more this year since it was her first year but she would love to get them all out to more seminars and training.

**Mr. Blair** stated that if they aren't going to utilize it then they shouldn't budget for it.

**Mrs. Moeller** stated that they would like to use it but sometimes time doesn't allow for it.

**Mr. Coffey** explained that if they make the cuts here that is what they cut so sometimes it is better to pad certain areas.

**Mr. Blair** stated that they have to look at tax rates because when you cut budgets that takes the tax rate down.

**Mr. Coffey** stated that not the amount that they are talking about here.

**Mrs. Moeller** moved on to the City Clerk's budget and explained that Mrs. Glotzbach is here to answer any questions but as they can see it is pretty much the same as last year.

**Mr. Coffey** asked if they got the raise as well.

**Mrs. Moeller** stated that they did.

**Mrs. Benedetti** asked Mrs. Glotzbach if the \$70,000 in salaries was for her and Ms. Milburn.

**Mrs. Glotzbach** stated that it is and explained that Ms. Cousins comes out of the parking fund.

**Mrs. Moeller** moved to the City Council budget and explained that it has stayed the same unless they request to make any changes.

**Mrs. Benedetti** asked where Mr. Lorch's salary comes from.

**Mrs. Moeller** stated that she doesn't know off the top of her head but that she would look into that for them.

**Mrs. Benedetti** stated that he got a raise last January and wanted to know if that was reflected in this.

**Mr. Blair** stated that on the budgets that she sent to them there was a line item for contractual/legal but the one in front of them doesn't.

**Mrs. Moeller** stated that it should be in there and Matt's salary should have that raise included but she will double check.

**Mr. Lorch** stated that is should be \$41,200.00

**Mrs. Benedetti** stated that she is going to bring up the fact that in previous years they have given other elected officials raises and they haven't looked at their own salary and she thinks it needs to be looked at and the options should be on the table for them.

**Mrs. Moeller** stated that they budgeted the 2% for the Council as well.

**Mr. Phipps** stated that he would be more comfortable doing that for the next council that comes in because it seems disingenuous to vote to give raises to themselves.

**Mrs. Benedetti** stated that all of them could be coming back into office.

**Mr. Phipps** stated that they could but there is no guarantee and that way they would be voting hypothetically.

**Mrs. Benedetti** stated that the salaries that they get paid could recruit other people to run for council.

**Mr. Coffey** stated that he hears that argument all the time but there are politicians that get paid a lot of money that aren't worth much and they don't do this job for the money but to make the community better.

**Mr. Blair** stated that he would like to keep it where it is and asked if they could vote to change it now.

**Mrs. Moeller** stated that they can go lower but can't go above what was advertised, so if they are going to increase one item they will need to decrease another one.

**Mr. Gonder** asked what happens to the line items like contractual services that aren't used.

**Mrs. Moeller** stated that it can be encumbered at the end of the year for a bill in 2014, otherwise it goes back to the General Fund.

**Mrs. Benedetti** asked if they could get the information for the next meeting before the day of the meeting.

**Mrs. Moeller** stated that she will try.

**Mr. Blair** asked if there was any way to take 2014 and annualize it.

**Mrs. Moeller** stated that is not something that she could do.

**Mr. Blair** asked about the travel expenses and how it is used and how it is allocated.

**Mrs. Moeller** stated that it is first come first serve.

**Mr. Blair** asked if it should be divided up.

**Mrs. Benedetti** stated that some people don't use it and that could take away from someone that actually utilizes it.

**Mr. Blair** stated that all they would have to do is come before the group and request the funds and it would help with accountability for the funds.

**Mrs. Benedetti** stated that it isn't being abused because there is always money left in the fund at the end of the year.

**Mr. Blair** stated that it would just make more sense to have money for each member so that if it comes to the end of the year and a conference comes up they know they will have the money for it.

**Mrs. Benedetti** stated that they could always increase the fund if they needed to.

**Mrs. Moeller** stated that they keep records of all the claims turned in for these items if they ever need to look back and see who used the funds and what they used them for.

**Mr. Blair** stated that he would hate to have to appropriate more money or take it from somewhere else.

**Mr. Coffey** stated that this used to come before the council.

**Mrs. Benedetti** stated that it has never come before the council before in all the time she has been here.

**Mr. Blair** stated that maybe they can communicate it during "Communications from City Officials" if they are going to be using those funds for anything so that they are communicating to one another about what is going on.

**Mr. Zurschmiede** stated that they have only spent \$543 this year and why they would want to micromanage this small amount when there are hundreds of thousands of dollars that they have no idea what it is being used for.

**Mr. Blair** stated that he understands that but if Mrs. Moeller wanted to go to a conference she would okay with the Mayor first and this is the same thing.

**Mrs. Moeller** stated that they are estimating for 2015 with all of this and there could be different elements but there is a level that they need to come in at so when they are cut by the DLGF it doesn't put them in difficult position and they want to come in as close as possible or a hair high in case the DLGF comes in low.

**Mr. Zurschmiede** stated that there is nothing stopping them from allocating the funds if they run out travel funds.

**Mrs. Moeller** stated that with many of these conferences time is of the essence when signing up so if that money isn't in the budget and someone pays out of pocket they can't get paid back without a delay or the possibility of it not being approved.

**Mr. Zurschmiede** stated that he isn't suggesting that they do away with the travel budget but of all the things they should be concerned about this isn't one of them.

**Mrs. Benedetti** stated that it would be nice to get more members engaged in these conferences and do these as a group.

**Mr. Blair** stated that communicating about these conferences might spread the word and increase the number of members attending.

**ADJOURN:**

There being no further business before the board, the meeting adjourned at 6:50 p.m.

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Pat McLaughlin, President

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Vicki Glotzbach, City Clerk