

Special Meeting Minutes

July 15, 2024

CALL TO ORDER

Attendee	Title	Status
Janis Seavolt	At Large	Present
Tammy Woods	Third Ward	Present
Mel Severns	Councilman	Present
Mike Miller	Fourth Ward	Present
James Mahan	First Ward	Present
John Ruckman	Second Ward	Present
Bruce Hawkins	President	Present

Amber Keener	At Large	Absent
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The special meeting was called for the limited purpose of discussing the Auditor's compliance with Resolution No. 2024-64, adopted by Council on June 24, 2024, to enter into contract for the NeoGov Suite of Programs, contract for payroll services with McDaniels CPA, and authorize and direct the Auditor to transfer certain funds in support of these actions. There was no roll call. Keener was absent.

PUBLIC PORTION

In addition to Council, present were Mayor Matthew Starr, Safety-Service Director Tanner Salyers, Law Director Rob Broeren, Auditor Terry Scott, Renee McDaniel of McDaniel CPAs, Olivia Stein on the video equipment and Clerk Todd Hill.

Seavolt suggested the situation at hand was caused by a communication problem. Auditor Terry Scott noted that funds have been transferred for the shifting of payroll duties to McDaniel, and acknowledged that some payroll numbers have not been calculated properly at the department level. He added that the Auditor's office has been short two staffers for at least 12 months. Severns expressed concern that payroll was still a paper system. Scott noted that communication between his office and the Administration has been inadequate, and Severns countered that the issue was one of compliance, not communication. Seavolt suggested that McDaniel learn the payroll system during an off week. Scott acknowledged that it's time to update his office's payroll system. He added that he has been working 70 hours a week for the past 12 months, but that one staffer has been hired with the start date yet to be determined, while another offer of employment was going to go out soon. Renee McDaniel suggested that the payroll process should take less than five days. Mahan noted that it was Council's intent that all payroll be contracted out, and asked if that were feasible. Scott and McDaniel agreed that they would meet this week, and Miller expressed concern about the delay, although he added that he was encouraged at the new hires. Safety-Service Director Tanner Salyers then explained the contract with NeoGov, detailed the implementation timeline, and added that Human Resources would be tasked with that process. Finally, Scott noted that all the City's outstanding bills had been paid as of Friday.

ADJOURN AT THE CALL OF THE PRESIDENT

Woods made a motion to adjourn, with a second by Seavolt. Meeting adjourned at 8:25 p.m.

Bruce E. Hawkins, President of Council

Todd Hill, Clerk of Council

CD on file/th