

TOWN OF SAMPSON
BOARD MEETING MINUTES
Monday October 24th, 2022 @ 6:00 P.M.

The meeting was called to order at 6:00 p.m. by Chairperson Jerabek. The pledge of allegiance was recited. Present besides Chairperson Jerabek were Supervisors King and Butterfield, Clerk/Treasurer Gehl, and Road Patrolman Richardson. There were also two guests present.

There was no public comment.

Board members had received a copy of the meeting minutes for October 10th. There were no corrections or additions to be made. Supervisor King moved that the minutes be approved as presented, Supervisor Butterfield seconded the motion and all voted aye. Motion approved.

OLD BUSINESS:

The 2023 proposed budget was discussed in detail. All revenues and expenditures were reviewed and modified as needed. It was decided to have the Clerk/Treasurer prepare a clean copy of the spreadsheet with all the changes on it. It was further decided then to have a final budget workshop on November 1, 2022 at 6 p.m. to finalize all figures and make the necessary expenditure cuts needed to make the budget fall within the allowable levy limits. It was noted that the fire department charges for the coming year had gone up some \$26,000. This was \$13,000 more than anticipated. This fact along with the large rise in fuel prices as well as propane prices will require significant cutbacks in other areas of the budget in order to stay within the levy limit. There was also discussion on the use of the ARPA funds that were received by the Town over the past two years. A motion was made by Supervisor King to use the funds to help offset this year's blacktopping and chip sealing. Supervisor Butterfield seconded the motion and all voted aye. Motion passed.

NEW BUSINESS:

The approval of a final 2023 budget to be presented to the electors was tabled until the November 1st budget workshop meeting.

A candidate was interviewed for the position of part time snowplow operator. After the interview, the candidate was discussed. A motion was made by Supervisor Butterfield to hire Bryon Traaseth as the new part time snowplow operator with a two month probation period ending January 1, 2023 to be paid at the current part time wage in effect for the Town of \$24/hr. Wages will be reviewed in December to determine the 2023 rate. Supervisor King seconded the motion and all voted in favor. Motion passed. Bryon will be notified by Road Patrolman Richardson who will also train him for the position.

A proposed job description for a part time Deputy Clerk/Treasurer was handed out. Board members were instructed to look it over and come back to the November 14th regular board meeting to finalize it. Filling the position is not anticipated until February or March next year.

A discussion was had concerning the new Clerk/Treasurer's progress in properly organizing the budget, accounts payable, payroll and payroll taxes, bank statements and proper reporting. Significant progress has been made over the past couple of weeks. Town of Estella Clerk/Treasurer Lisa Westman has been working with Clerk/Treasurer Gehl both in person and via phone to organize things. Her expertise in proper accounting and recording procedures has been invaluable. Hopefully by the end of the year all town records will be in proper order.

OTHER BUSINESS:

Final Budget Workshop **November 1, 2022 @ 6 p.m.**

Next regular Board meeting **November 14th @ 6 p.m.**

Annual Budget meeting to present proposed 2023 town budget to the electorate for their approval on **November 28th @ 6 p.m.**

Motion by Butterfield, Seconded by King to adjourn the meeting. All voted aye. Meeting adjourned at 8:10 p.m.

Susan Gehl, Clerk/Treasurer