



**Town of Mason
Finance Committee Meeting Minutes
Thursday, September 14, 2023, 6:40PM**

CALL TO ORDER: Mayor Eddie Noeman

OPENING PRAYER: Alderman Virginia Rivers

ROLL CALL: Mayor Eddie Noeman, Vice Mayor Carolyn Catron, Alderman Celia Chastain, Alderman Virginia Rivers, Alderman Mary Mason, Alderman Alethea Harris, and Town Recorder Lureatha Harris (Alderman Shate' Toliver was absent)

OTHERS IN ATTENDANCE: Ronda and Cortez Hughey; Financial Consultants, and Norma Davis; Office Manager (Ms. Lynn Evans, CMFO attended via Zoom)

VISITORS: Evan Romo, Ronnie Neill, and Vernetia Boyd

OLD BUSINESS:

- **Bidding Process**

This would include the bidding process for the street paving/road construction, automated meter readers, and sanitation services. The bidding process is a requirement through state law. Mr. Neill's engineer will assist with the bidding process, and hopefully packets will be available at the Board Meeting, Monday September 18, 2023. These are very technical documents with standard processes. Advertisements will be presented in the paper afterwards.

- **Water and Wastewater Management**

Mayor Noeman reported that Poplar Grove don't want to enter into a Management Only contract with the Town of Mason and stated that Mr. Colona with the Comptrollers' Office said the Town would not be fined. Alliance agreed to accept a four-year contract with the Town of Mason. Alderman Rivers questioned some of the language in the contract suggesting amendments be made. Mr. Evans will rewrite the contract with added changes. Mayor Noeman requested changing the contract to display Mason vs. Missouri. Alderman Rivers presented Mr. Evans a handout of amendments that she would like to see changed. Mr. Neill suggested never signing a contract that the Attorney had not reviewed.

- **FY24's Budget Implementation**

Mrs. Hughey spoke about the FY24 Budget Implementation, to reduce the size of Public Works. Alliance will commit as of October 15, 2023, and the Budget was approved for four workers. This would consist of the director and three employees. Alderman Chastain made a motion to maintain the Budget implementation effective immediately, and the motion was 2nd by Alderman Rivers: vote passed 4-1 (Alderman Harris voted no) this would include the office assistant hours being taken down.



- **Ditch Witch Purchase**

Ms. Lynn advised following the Purchasing Policy, requiring three quotes. Mrs. Hughey mentioned reputable vendors. Mr. Neill said under state law the fee amount needs to be raised in the Purchasing Policy, and Mayor Noeman is the purchasing agent. Ms. Evans said with a reputable company it is easier to get the repair done through that company. Ms. Lynn mentioned to accept the Ditch Witch under Sole Source. Ms. Lynn had concerns about how to pay for the expense and stated that she would need to get with Mrs. Hughey, because she doesn't want to commit to the payment. Ms. Lynn suggested looking at recommendations for the Board's approval and look at the Budget. Vice Mayor Catron made a motion to move forward with the quote, and the motion was 2nd by Alderman Mason: vote passed 6-0 (Mayor Noeman voted yes)

NEW BUSINESS:

- **Policy Update**

Sick Leave allocation and adding proposed language

Check signers – This discussion was motioned to be tabled by Alderman Harris, and 2nd by Alderman Chastain: Tabled

- Annual Submission of Conflict of Interest – Forms were presented to Mayor Noeman and the Board
- August's Financial Reports
Alderman Rivers made a motion to accept the August Financial Reports, and the motion was 2nd by Alderman Chastain: vote passed 6-0
(Mayor Noeman was included in the vote)

CLOSING PRAYER: Alderman Chastain

MOTION TO ADJOURN: Alderman Harris made a motion to adjourn, and the motion was 2nd by Alderman Chastain: vote passed 6-0 (Mayor Noeman was included in the vote) Meeting adjourned at 8:41PM

Eddie Noeman, Mayor

Date

Lureatha Harris, Town Recorder

NEXT STEPS

Upcoming Board Meeting: September 18, 2023

Upcoming Finance Meeting: October 12, 2023

Upcoming Board Meeting: October 16, 2023

Upcoming Finance Meeting: November 16, 2023

Upcoming Board Meeting: November 20, 2023

Upcoming Finance Meeting: December 14, 2023

DOCUMENTS

Resources: August's Financial Reports