

**City of Harrington  
MINUTES  
City Council Workshop  
April 20, 2016**

A workshop with the Harrington City Council was held at Harrington City Hall, 106 Dorman Street, on April 20, 2016 and was attended by the following: Mayor Anthony R. Moyer; Council Member Fonda Coleman; Council Member Eric Marquis; Council Member Amy Minner; Council Member Charles W. Porter; Council Member Kenneth W. Stubbs; Norman Barlow, Chief of Police; Teresa Tieman, City Manager; Dean Gary, Accountant; and Kelly Blanchies, Clerk of Council.

Vice Mayor Duane E. Bivans arrived at 6:37 p.m.

Mayor Moyer called the meeting to order at 6:30 p.m.

The Pledge of Allegiance was given.

**FY 2017 Budget**

**Salaries**

Council Member Porter stated that the he asked for the salaries of city managers for comparable local towns, and the salary that the City of Harrington pays is far behind the others. The City Manager does a good job and saves the City money on debt service. The salary of the Chief of Police is also less than comparable local towns. The Chief of Police has saved the whole City money.

Vice Mayor Bivans entered the meeting.

Council Member Porter stated that there is no cost of living increase budgeted for this year, but there is a two percent step increase budgeted in keeping with the pay scale. A planner is also needed. The City Manager stated that the planner will be paid from the water, sewer, and general funds, and a portion of the cost will be offset by the money not paid to consultants for planning services. Council Member Porter stated that the budget can also support an additional police officer. Council Member Minner asked about a car for the police officer.

Council Member Marquis asked about basing raises on merit. The City Manager stated that it had been discussed, but it is difficult to do with a small staff. Council Member Porter stated that the City Manager has the ability to discipline anyone that is not performing their job adequately.

Council Member Marquis stated that he disagrees with giving all employees a two percent raise.

Council Member Minner asked about health insurance costs. The City Manager stated that it will be seven percent, which is about seventy thousand dollars (\$70,000).

Council Member Porter stated that the concern with merit raises is that there can be problems with favorable treatment. The City Manager stated that merit based raises would take a lot of staff time.

### **Prioritized project list**

The City Manager stated that there is approximately two hundred five thousand dollars (\$205,000) available in the transfer tax fund. The Capital Improvement Plan (CIP) proposes spending eighty-one thousand dollars (\$81,000) for the following projects: City Hall and Annex improvements, iCompass, ESRI, police vehicle, and one third of the cost of a backhoe. Community Transportation Funds will be used for the City Hall and Parks and Recreation parking lots. Other future projects include paving of Hanley Street and Center Street Extended, water main replacements, water tower, well, lagoon closure, fire hydrant replacement, water valve replacement, and meter pit replacement.

Council Member Porter stated that the City Manager is doing a good job planning ahead for projects. The City Manager stated that once the City is caught up on projects then it can be proactive with infrastructure projects.

Mayor Moyer suggested adopting the budget prior to the new Council Members taking office.

The City Manager stated that water and sewer revenues have stayed about the same, but major expenses like Kent County fees and debt service have gone down, so more money is being placed in reserve to help pay for upcoming projects to reduce the impact to ratepayers.

Council Member Marquis stated that the current year's spending should be at around seventy-five percent and stated that he is concerned about money being spent just because it is available in the budget. The City Manager stated that she has not encountered that as an issue in Harrington; the department heads just spend what they need to.

Council Member Minner asked to see the costs of one percent and two percent raises.

There being no further business, the City Council Workshop adjourned at 7:08 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Kelly Blanchies".

Kelly Blanchies  
Clerk of Council