

**MINUTES OF TOWN COUNCIL WORKSESSION
TOWN OF SNOWFLAKE
HELD 06/21/2022**

**1. CALL TO ORDER/ROLL CALL at 6:03 PM; Present: Ballard, Brimhall, Guderian, Bjornn, Jones;
Staff: Brian Richards, Katie Melser**

2. DISCUSSION ITEMS

A. OPEN MEETING LAW TRAINING

Brian and Katie presented Open Meeting Law training materials. An emphasis was placed on making sure discussion on agenda items is made in the public meeting, taking care to not inadvertently have a quorum at any events.

B. PERSONNEL POLICY MANUAL UPDATES

We need to update our policy on leave rate accrual so that the manager has the ability to negotiate with new employees that will be exempt employees so they don't have to start on the bottom rung of accrual. The council agreed it makes sense to update that to allow the manager to negotiate.

Brian would also like the council to consider if they would like to add Juneteenth as a paid holiday now that it is a federal holiday. These two policy items will be on the next agenda and wanted them to have time to consider and research if need be.

C. TENTATIVE BUDGET FISCAL YEAR 2022-2023

Brian provided the tentative budget for council to review before the next regular meeting. He gave a high level summary and told the council to ask him about any questions they may have. Wage rate adjustments will be the biggest change this year. With inflation and the competitive job market, we need to keep the employees we have and try to attract others, especially for the police department. He likes to present a conservative budget.

Council agreed that it is good to have a conservative budget because we never know how sales tax or other things will affect the budget.

D. COMPREHENSIVE FEE SCHEDULE

Brian presented the proposed fee schedule changes for the council to review before the next regular meeting. Inflation is at 8% and is effecting everything right now; we need to raise prices to cover our own costs. Also looking at raising rates on town code issues like variances and special use permits, etc. Please ask Brian if you have any questions.

E. TOWN PROJECTS UPDATE

The pool will hopefully be done this year. We are excited about all the outdoor recreation projects that we have going and hope to continue to make good progress on them. Outdoor recreation is the main focus.

3. ADJOURNMENT 7:10