

**HECTOR CITY COUNCIL  
Special Meeting Tuesday, October 1, 2024 at 6:00pm  
Hector City Hall**

Meeting called to order by/time: Mayor John Riley at 6:04pm

Council Members:	<u>Position</u>	<u>Name</u>	<u>Present / Absent</u>
	Alderman 1	Samantha Brashear	Present
	Alderman 2	John Mosley	Present
	Alderman 3	Peggy Gregory	Present
	Alderman 4	Carey McGee	Present
	Alderman 5	Hannah D'Amato	Present
Attorney:	Bill Smith		Absent

Media has been notified to announce Special Council Meeting.

Meeting called to order.

- Prayer conducted by Peggy Gregory

Agenda Item B: Council review and discussion of Hector Volunteer Fire Department Budget and projected revenue through 12/31/24.

- Council to consider resolution approving 2024 Hector Volunteer Fire Department budget for 2024.
  - This is for an operating budget in the amount of \$15,250.00 and a revenue projection in the amount of \$27,270.68.
  - Mayor Riley passed out the proposed budget to council members to review.
  - Discussion on the amount listed for fuel, a council member asked if this is an additional amount to what they have already. Mayor asked how much is in the 1,000-gallon tank, Interim Fire Chief stated it is currently holding around a third of a tank or less. Mayor spoke to the business owner, and they did not let him know if there were any outstanding invoices for the Hector Volunteer Fire Department. The fuel left in the tank should last for the rest of the year. The amount should be a carryover to next year.
  - Discussion on if this will be under the General Fund, Mayor stated most of the items will be out of the ACT 833. The items that cannot be taken out of the ACT 833 will come out of the City of Hector General Fund.
  - Chambers Bank expedited the process and an account for the City of Hector Volunteer Fire Department ACT 833 has been established. The account is fully operational.
  - The mayor discussed how the city establishes an operating budget and how it is broken out into departments such as one for City Hall/Parks & Rec, Hector Police Department and now one will be for the Hector Fire Department.
  - The invoices that the City of Hector has received from the Volunteer Fire Department are being paid and if supplies are needed then the city is able to pay for those supplies.
  - Mayor and council discussed how to pay for future items that the fire department needs; the city may could provide them with a credit card, for small expenses a member of the fire department could pay for item(s) and then fill out a city expense report and the city would reimbursement the individual for that amount or establish blanket purchase orders (charge accounts) at businesses.
  - The fire department should only purchase items that have been established in their budget and they must remain in the amount established for that line item. If the amount in the line item needs to be adjusted, then the council would meet and review/approve to adjust the amount. If any big purchases are necessary, then that item would need to be brought to the council for approval.

- A council member provided the mayor with two invoices from the Hector Hardware Store. The city will only pay for items that are approved expenses for the fire department. Any invoices provided to the city that are not approved expenses for the fire department will not be paid by the City of Hector. The treasurer will speak to the owners of the Hector Hardware Store on the two invoices provided to the mayor.
- Mayor understood that workers compensation will be paid by Office Emergency Management (OEM). The Interim Fire Chief stated he has until the 4<sup>th</sup> of October to provide Bill Teeter with a roster.
- The proposed budget is to get the fire department thru the remainder of the year for 2024. The fire department needs to start thinking of items that are needed/wanted so when making out the 2025 Operating budget those items can be recognized and established in the budget.
- Mayor went through the items listed under the proposed operating budget and he went through the list on the proposed revenue projections.
- **Resolution presented by council member:** Resolution 2024-28: to approve the 2024 Operating Budget for the Hector Volunteer Fire Department. **Motion made by:** Samantha Brashear **Motion 2<sup>nd</sup> by:** Peggy Gregory **Vote:** Passed 5/5

Agenda Item C: Council to consider an appropriation from the General Fund (Fire Department) in the amount of 1500.00

- The amount is to replace some of the items that are no longer accessible for the Annual Fundraiser Event conducted by the Fire Department. The annual event is the Haunted Trails at Cecil Riley Park.
- Mayor Riley read the proposed resolution aloud to the council members.
- A council member asked who would be responsible for the money, Mayor stated the event would use double sided tickets. A list showing the cash received and checks received will need to be signed by the officer/secretary and provided to the city along with the proceeds made from the event. The proceeds will be deposited into the General Fund for future use by the fire department. For future events, the bank could provide a QR code that individuals could scan and pay this way.
- The events dates are 11<sup>th</sup>, 12<sup>th</sup>; 18<sup>th</sup>, 19<sup>th</sup> and 25<sup>th</sup>, 26<sup>th</sup> and Halloween.
- A question was asked about startup money. A check could be written to an individual for the startup money. There were discussions on setting up petty cash fund, but this did not seem like the best way.
- **Resolution presented by council member:** Resolution 2024-29: authorizing an appropriation from the General Fund in the amount of \$1500.00 for the purpose of hosting the annual Haunted Trails event at Cecil Riley Park. **Motion made by:** Samantha Brashear **Motion 2<sup>nd</sup> by:** John Mosley **Vote:** Passed 5/5
- An idea was brought up to amend Resolution 2024-29 to change the amount to \$1700.00. The amount of \$1500.00 would be to purchase supplies and the amount of \$200.00 would be used for startup money.
- The amendment would change the amount and add language that the start-up money and all revenue for the Haunted Trails event would be deposited into the General Fund for the use of the Hector Volunteer Fire Department upon approval by the Hector City Council.
- **Amend Resolution presented by council member:** Amend Resolution 2024-29: authorizing an appropriation from the General Fund in the amount of \$1700.00. An amount of \$1500.00 for supplies and \$200.00 for the purpose of startup money for the event. The startup money and revenue would be deposited into the General Fund. **Motion made by:** Peggy Gregory **Motion 2<sup>nd</sup> by:** Samantha Brashear **Vote:** Passed 5/5

Agenda Item D: Council to consider the appointment of Matt Huffman and Steve Freeman to the Hector Volunteer Advisory Board

- Table to next regular scheduled council meeting
- **Motion presented by council member:** Motion made to table item to next regular scheduled council meeting. **Motion made by:** Hannah D'Amato **Motion 2<sup>nd</sup> by:** John Mosley **Vote:** Passed 5/5

Agenda Item E: Council to consider resolution terminating purchase agreement of the Farm House property.

- The mayor sent an email to council members explaining the expense and improvements that would need to be made to the building due to a portion of the building being in a flood zone. This latest information did not make it feasible for the city to purchase this property.
- **Resolution presented by council member:** Resolution 2024-30: to approve the termination of the purchase agreement for the Farm House Property. **Motion made by:** Peggy Gregory **Motion 2<sup>nd</sup> by:** Samantha Brashear **Vote:** Passed 5/5

Meeting adjourned:

Time: 6:47pm  
Motion made by: Peggy Gregory  
Motion 2<sup>nd</sup> by: Samantha Brashear  
Vote: Passed 100% (5/5)

The next meeting will be held on October 21, 2024, at 6:30pm.

  
Recorder/Treasurer

  
Mayor

By signing, I agree that pages 1-3 are true and correct copy of the special meeting held by the Hector City Council on October 1, 2024.