

**Unapproved Minutes of the Montrose City Council Special Budget Work Session Meeting**

The Montrose City Council meeting was held on July 23, 2019 in the Community Center, Montrose, SD. The meeting was called to order by Mayor Paul Klaudt at 6:06 pm. The Pledge of Allegiance was recited. Present were Council Members Tony Heumiller and Justin Hagemann; Susie Painter arrived at 6:30 pm; Maintenance Supervisor Daryl Sieverding; Finance Officer Sara Smith; Daycare Directors Katie Stiefvater and Stephanie Holland. No members of the community were present. Reminder – there is a vacancy on the Council for Ward 1. A replacement will be appointed at the August regular meeting.

Mayor Klaudt reminded all in attendance to adhere to the Rules of Decorum.

Motion by Heumiller, 2<sup>nd</sup> by Hagemann to approve the agenda. All approved

The rough draft of the 2020 Budget was reviewed. A few follow up items were noted and updates will be made prior to the next meeting. The 2020 Budget Ordinance will have a first reading at the August regular meeting and a 2<sup>nd</sup> reading at the September meeting so that it is approved by the October 1 deadline. Council discussed procedures for making purchases and decided a formal policy was not necessary. Discussed updating the Personnel Policy Manual. A template with initial updates was provided to the Council to begin to review. A portion of the new policy will be reviewed at regular meetings until the document is ready to be approved.

Motion by Painter, 2<sup>nd</sup> by Hagemann to adjourn at 8:28 pm. All approved.

Attest: \_\_\_\_\_

Sara Smith  
Finance Officer

Published once at the approximate cost of \_\_\_\_\_

\_\_\_\_\_  
Paul Klaudt  
Mayor