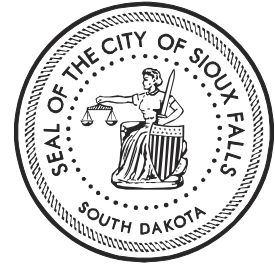


# MINUTES

Tuesday, September 2, 2008



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## Fiscal Committee

5:00 p.m.  
Carnegie Town Hall  
235 W. 10<sup>th</sup> Street

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Members Present: Committee Chair Gerald Beninga, Vernon Brown

Members Absent: J. Pat Costello

Staff Present: Debra Owen, City Clerk; Jamie L. Palmer, Assistant City Clerk

Guests: LuAnn Ford, Public Health Manager; Jill Franken, Assistant Public Health Director; Judy Buseman, Public Health Director; Council Member Kenny Anderson Jr. (arrived at 5:08 p.m.)

1. Call To Order

Committee Chair Beninga called the meeting to order at 5:00 p.m.

2. Approval of Minutes

A motion was made by Brown and seconded by Beninga to approve the meeting minutes of August 4, 2008 as written. Beninga called for a voice vote on the motion. All members voted yes. **Motion carried.**

3. Reports and Updates

**A. Annual License Fees - Food Service/Food Selling/Processing Establishments**

Judy Buseman, Public Health Director  
Jill Franken, Asst Public Health Director  
LuAnn Ford, Public Health Manager

Jill Franken shared cost comparison information that the committee requested from their last meeting. The City of Sioux Falls Health Department's average cost to conduct inspections is \$34 per hour. The goal of the proposed fee increase is to cover the Health Department's cost of the inspection process. The proposal document outlines the proposed fee increase for 2009 and the incremental increases that will need to occur to reach the goal of covering the cost by 2013. Franken stated that they also want to review the temporary event fees but since that season will end soon, a proposal will be brought to the Fiscal Committee at a later date.

Beninga asked if there are additional visits required to the establishments that score on the lower end of acceptable. LuAnn Ford responded that if there is a critical violation that cannot be corrected at the time of the inspection, an Inspector returns within 10 days. If their score is below 80, the inspector returns in 30 days. The facility is not charged for each additional inspection visit. Beninga asked why. Judy Buseman stated that they have reviewed this option previously but they are not

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currently charging for return visits. She added that only approximately 10% require return visits so the revenue generated would be small. Beninga felt that it is very important to add return visit fees to the ordinance. Brown asked if other inspectors (i.e. building inspectors) charge fees at a rate to cover their cost. Discussion followed.

Beninga asked how many “hits” occur on the Restaurant Inspection Scores webpage. Buseman responded that she researched that at budget time and stated that the average was 2000 per month.

Beninga encouraged the Health Department staff to bring some enhancements to the schedules and fees at budget time or prior to that, if possible. Buseman stated that the proposed increase is not in the budget at this time. Buseman stated that they are looking to bring this before the Council for 1<sup>st</sup> Reading on September 15, 2008 and 2<sup>nd</sup> Reading in either the first or second meeting in October.

4. Open Discussion

Brown spoke regarding some proposed changes to the Balanced Budget resolution. The proposed language simply clarifies the intent of the Resolution. It was recommended that Brown email the proposed change to Committee Member Pat Costello and Director of Finance Eugene Rowenhorst for their input before any changes are implemented. Brown requested that this item be added to the agenda for October 6, 2008.

Owen stated that she researched cellular phone costs for a suggested stipend amount to be utilized in the cellular phone stipend policy. Discussion occurred regarding different minute packages. The recommendation was \$120.00 for 900 minutes. Owen will email the stipend information and the proposed policy to the Fiscal Committee members. The committee can then reply to Owen with their recommendations.

5. Adjournment

A motion was made by Brown and seconded by Beninga to adjourn the meeting at 5:30 p.m. Beninga called for a voice vote on the motion. All members voted yes. **Motion carried.**

Jamie L. Palmer  
Assistant City Clerk