



Presque Isle City Council Meeting

February 1st, 2023

6:00 PM

Sargant Family Community Center

Call to Order - Roll Call

Present: Chairman J. Shaw, Councilors C. Green, M. Chasse, G. Nelson and J. Willette. Councilor D. Cyr arrived at 6:08 PM. Absent Deputy Chairman K. Freeman
City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

Pledge of Allegiance

Chairman J. Shaw called the meeting to order at 6:00 PM and led those present in the Pledge of Allegiance.

Proclamation

Chairman J. Shaw read a Proclamation for American Red Cross Month

City of Presque Isle Proclamation

American Red Cross Month: 2023 Proclamation

WHEREAS, March is American Red Cross Month, a special time to honor the kindness of our neighbors who aid families in need every day in Maine, across the United States and around the world. Their dedication touches millions of lives each year as they carry out the organization's 142-year mission of preventing and alleviating suffering in the face of emergencies; and

WHEREAS, the American Red Cross aspires to turn compassion into action, and Mainers - American Red Cross volunteers - help each other when we are in need; and

WHEREAS, Mainers in supporting the American Red Cross have helped our neighbors get back on their feet after devastating home fires, assist communities across the country face record-breaking hurricanes, floods and wildfires; and
WHEREAS, thanks to the American Red Cross's statewide community of volunteers and partners, people in Maine facing a disaster can meet their basic emergency needs, including having access to safe shelter, food, and critical health and mental health services, for free, day or night; and

WHEREAS, because of the American Red Cross's work, children and youth in Maine know how to prepare for and stay safe during a disaster, people have working smoke alarms and emergency escape plans and there are always trained individuals nearby ready to use their skills to save lives; and

WHEREAS, due to the American Red Cross’s efforts and local communities hosting blood drives and donating life-saving blood, anyone can access blood and blood products, and we have a healthy and plentiful blood supply that helps to extend or save lives; and

WHEREAS, military personnel, veterans, and their families, have access to global emergency communication services and the support they need to cope with deployments and reintegrating back into the community because of the American Red Cross; and

WHEREAS, Red Cross Restoring Family Links help reconnect families separated by international crises such as armed conflict, international disasters and migration; and

WHEREAS, this life saving work is vital to strengthening our community’s resilience, this month of March is dedicated to all of those who continue to advance the noble legacy of the American Red Cross and ask others to join in the commitment to care for people in need.

NOW, THEREFORE, be it resolved that the City of Presque Isle City Council, fully support and do hereby proclaim March 2023 as American Red Cross Month throughout the City, and we encourage all citizens of Presque Isle to join the Red Cross in its humanitarian mission as volunteers, blood donors, community partners, and local champions to continue to build the resiliency of our communities.

Jacob Shaw, Councilor Chair

Kevin Freeman, Council Deputy Chair

Mike Chasse, Councilor

Craig Green, Councilor

Doug Cyr, Councilor

Jeffrey Willette, Councilor

Garry Nelson, Councilor

Martin Puckett, City Manager

Public Hearing

1. Approval for a Special Permit for Music, Dancing, and Entertainment for Presque Isle Country Club, with location of 35 Parkhurst Siding Road.

Chairman J. Shaw opened the Public Hearing at 6:04 PM;

City Manager M. Puckett spoke on the application, and recommended Staff Approval.

There were no Citizens Comments

Chairman J. Shaw closed the Public Hearing at 6:05 PM

BE IT RESOLVED by Councilor J. Willette seconded by Councilor C. Green to approve a Special Permit for Music, Dancing, and Entertainment for Presque Isle Country Club, with location of 35 Parkhurst Siding Road.

Vote: 5-0

2. Approval of Malt, Spirituous and Vinous Liquor License for Mainely Mexican, LLC. d/b/a Mainely Mexican, with location of 6 State Road.

Chairman J. Shaw opened the Public Hearing at 6:06 PM

There were no Citizens Comments

Chairman J. Shaw closed the Public Hearing at 6:06 PM

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve a Malt, Spirituous and Vinous Liquor License for Mainely Mexican, LLC. d/b/a Mainely Mexican, with a location of 6 State Road.

Vote: 5-0

3. Approval to Amend Chapter 9 License and Public Hearing Fees Ordinance.

Chairman J. Shaw opened the Public Hearing at 6:07 PM

City Manager M. Puckett spoke on the change and updating the Ordinance to reflect the changes over the years and the changes in types of licenses being issued.

There were no Citizens Comments

Chairman J. Shaw closed the Public Hearing at 6:10 PM

BE IT RESOLVED by Councilor M. Chasse, seconded by Councilor C. Green to adopt the changes made to Chapter 9 license and Public Hearing Fees Ordinance.

Vote: 6-0

4. Approval of Amended Chapter 48 General Assistance Ordinance

Chairman J. Shaw opened the Public Hearing at 6:11 PM

City Manager M. Puckett spoke on the updated changes since approval in Nov. 2022.

There were no Citizens Comments

Chairman J. Shaw closed the Public Hearing at 6:11 PM

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve the Amendments to Chapter 48 General Assistance Ordinance Appendix A-G.

Vote: 6-0

Citizen Comments

There were no citizens Comments

Consent Agenda

5. Approve Minutes from January 4, 2023 meeting.
6. Approve 2022 Warrants #49-52 and 2023 Warrant #1 totaling \$2,006,169.29
7. Approve Deeds

1st Deed: Back in April of 2022, ACAP purchased 1 Edgemont Drive and two deed restriction were removed by the City Council. The only restriction left remaining after the release was a setback requirement – “No buildings or structures, of any kind, shall be placed upon said parcel within fifty (50) feet of Edgemont Drive.”

In some recent work, ACAP became aware that the existing building (which has existed since 1991) is mere inches shy of meeting the 50-foot setback restriction set forth in the deed. The building is well within the municipal ordinance setback requirements (30 feet). I have attached a survey plan showing that the building is 49.4 feet from the current sideline of Edgemont Drive.

This background is all lead up to ACAP’s request of the City – to release the only remaining deed restriction and make it so that ACAP’s property is subject to the same setback requirements as every other property and ensure that there is no potential claim for an extremely de minimus (6 inch) violation of an old deed restriction. Attached is form of release very similar to the prior version which would release the final deed restriction.

2nd Deed: RAM Construction LLC, 109 Parsons Street (15 Central Drive). Council approved the purchase and sale agreement back in 2021 and FW Webb is now ready to proceed with the closing.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve Consent Agenda #5-#7 as presented.

Vote: 6-0

Old Business

7. Hearing on Dangerous Buildings

City Manager spoke on the three properties 1 Mechanic St. 23 St. John St. and 257 Houlton Road. Spoke on the process to have land owners speak on their plans for the Property.

Tim St. Peter Code Officer spoke on 1 Mechanic St. stated the garage is what is in question. A person has been hired to demolish the building talked to Tim today. Garage door has been bordered up.

Owner Troy Ellis spoke on the garage with the roof caved in. Troy has hired a person to demolish the building.

Tim St. Peter spoke on 23 St. John St. House has been vacated for some time. Foundation is cracked in one spot, it is unsecured to some degree.

Owner Kevin Saucier spoke that he has put the property up for sale and he would make sure the buyers either tear it down or fix it in a certain amount of time. Kevin also agreed that if it doesn't sell he would tear it down by August 1st, 2023.

Tim St. Peter spoke on 257 Houlton Road is the Grange Hall front cellar wall has collapsed. It has been blocked up and a plan is in place.

Owner Chad Graham has plans for the foundation to be fixed and estimates from a contractor to do the work. They hope to have it started this spring. Chad also doesn't want a time line but agree that something will be started by 6 months.

Councilor J. Willette was reading the Resolve and Chad Graham spoke up that he did not agree with the resolve and wanted that on record. Councilor C. Green stated that as long as he did what his agreement with the City is there will be no issues. If he doesn't follow thru than they have the resolve to be put in place at that time.

BE IT RESOLVED by Councilor J. Willette, seconded by Councilor C. Green to adjudge 1 Mechanic Street, 23 St. John Street and 257 Houlton Road to be a nuisance and dangerous properties, for the owners to abate all conditions within 30 days to the satisfaction of the Code Enforcement Officer and assess each a penalty of \$100.00 per day if not complied to. Direct the City Manager to cause the structures to be demolished and removed. The cost to be charged against the real estates that the structures set shall constitute a lien on such real estates.

Vote: 6-0

New Business

8. Maine State Firefighters Convention.

Aaron Buzza PIFD and Aaron Whittaker PIFD spoke on the Fire Fighters Convention. In September of 2023 the Presque Isle Fire Department will be hosting the Maine State Federation of Firefighters 59th annual State Convention right in here our Star City. The dates for this event begin on Sept. 8th with an evening meeting of the Maine State Federation of Firefighters (MSFFF) along with delegates for each member fire dept. Sept. 9th we begin the day with a parade down main street with fire department apparatus and marching units from all across Maine. After the parade comes the muster events where each fire department assembles a team to compete against each other in various events that are common in firefighting each event is timed the winners receive a trophy and bragging rights until the next event in 2024. As well all day there will be fire apparatus for viewing and equipment vendors as well as food vendors. These events will take place on the fairgrounds, consideration is being looked for some type of event at riverside as well. Later in the evening there will some type of entertainment which at this time are still in the works. The event finishes up 10th with a breakfast and award being given out to the muster winners in each event.

Presque Isle held this same event in 2010 and it was very well attended by fire depts. From all across Maine. We also had a very large draw of local area residence who came out for the day to watch the parade and muster events we would expect in the neighborhood of 300 firefighters to be in attendance.

We would like for this year to develop a challenge coin that we can handout to each fire department who participates as well as have them for sale.

We are asking if the Council would consider either approving the funding for these coins from the Cities overlay account or from the PIFD undesignated capital reserve account. Each coin would have our F.D. logo on one side and the City Seal on the other. We expect the price to be around 1,500.00 for 300 coins.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to allocate \$1,500.00 dollars to purchase 300 coins for the Firefighters Muster.

Vote: 6-0

9. Northern Border Regional Grant

City Manager M. Puckett spoke about the grant. Established by Congress in 2008, the Northern Border Regional Commission (NBRC) is a partnership between the federal government and the States of Maine, New Hampshire, New York, and Vermont. The mission of the NBRC is to fund economic development and infrastructure projects throughout designated counties in its four-state service area. The NBRC partnership provides investments to job-creating projects that help reduce poverty, unemployment, and outmigration. NBRC investment funds originate from the Federal Government but are approved by the Federal Government's NBRC representative (Federal Co-Chair) and the Governors of the four States.

The NBRC can invest in economic and infrastructure projects in the following Maine counties: Androscoggin, Aroostook, Franklin, Hancock, Kennebec, Knox, Oxford, Penobscot, Piscataquis, Somerset, Waldo, and Washington. Depending on the level of economic and demographic distress in each county, NBRC funded projects can be eligible for up to an 80% matching grant.

NBRC investments in Maine from 2010-2021: 68 awards totaling \$22,762,848

Matching funds for NBRC investments from 2010-2021: \$90,917,614.67

Previous Awards in Presque Isle:

2019 NMCC: \$59,800 energy reduction projects and simulator for hydraulics program

2018 PIUD: \$500,000 Sewer improvements to industrial park

2016 PI Airport: \$250,000 Five-unit hanger

Part of the submission process is a letter of support from the municipal officers. In the past we have supplied multiple letters of support, but should select only one project. Staff placed a notice in the Star Herald requesting applicants to submit proposals for Council to consider. Applications were due January 24th and no applications were submitted.

Scott Wardwell will present an airport proposal for Council consideration to support. PIUD also intends to apply for the NBRC grant. If the PIUD project addresses waterflow issues on the industrial park, Council should consider the application prior to deciding.

Applications are typically due in April, so Council can wait to decide at the March meeting.

Tim Cawley of NMCC spoke on their proposal for the Grant, to address the issues of Child Care in the Community. To offer 47 slots to Student, Employees, then the community in that order.

Scott Wardwell Director of Presque Isle International Airport

PROJECT DEFINITION - New 22,000 sf airport terminal facility, inclusive of check-in lobby, baggage handling, passenger screening checkpoint, secure hold rooms, concessions, and additional tenant functions.

MAJORITY FUNDING OPPORTUNITY - Public Law 117-58, Bipartisan Infrastructure Law (BIL) Airport Terminal Program (ATP) or FY 2022 Competitive Funding, Airport Improvement Program Supplemental Discretionary Grants

ROUGH ORDER OF MAGNITUDE PROBABLE

COST- The rough order of magnitude probable cost for the overall program at this time, inclusive of design fees and construction costs are \$28,953,700. The following entities and programs that have been identified for varying levels of contribution to the project costs:

- Federal Aviation Administration - both the BIL/ATP Grant and AIP Funding Program may cover up to as much as 70% of the project costs
- Maine Department of Transportation - the DOT may cover up to 2.5% of the project costs

- US EDA – the Public Works program may cover up to \$4,000,000 in FY 23
- Norther Borders Regional Commission (NBRC) – up to \$1,000,000 may be available from the NBRC
- Presque Isle International Airport Passenger Facility Charges (PFC) – the airport will contribute from the fees collected from passengers who fly through PQI
- City of Presque Isle, Maine – depending on State and Federal, range from \$2,000,000 - \$6,000,00

Council spoke of having a grading system to be put in place for future applications to prioritize importance/impact to the community.

BE IT RESOLVED by Councilor Chasse, seconded by Councilor C. Green that the City Council consider authorizing a letter of support for the Terminal Project Proposal.

Vote: 6-0

10. Schedule Public Hearing to Amend Chapter 16 Land Use and Code Development.

Galen Weibley spoke on the Changes to the Chapter 16 Land Use and Code Development. The Planning Board is considering omnibus changes at their February 16, 2023 meeting that is a product of over 12 months of meetings and multiple public comment and hearing periods to continue making changes to the operations of site plan review and approvals which will allow Presque Isle to continue its reputation as being business friendly.

Developers and businesses note site plan review and approvals as a way to improve city operations to streamline their tight construction schedule given weather challenges. In the past these approvals processes could take months since the Planning Board meetings only once a month and changes may go back and forth between the city review staff and developer.

Revisions to the by-laws have been made as follows:

- Reorders the various chapters of the Land Use Code to “Articles”
- Permits Mobile homes in the URZ & AHZ and Special Exception in SRZ
- Combines former Chapters 2 (standards) & 3 (Site Plan Review) into Article 2
- Develops clear triggers of development that will be final approval by the Planning Board or internally with the PIDECD Staff
- Establishes a clear process of Preliminary Approval by the PI Development Review Staff and final approval schedule for the Planning Board
- This increases the communication between departments and outside agencies that are impacted by development

- Establishes new standards for development to address, stormwater, solid waste and waste water management, light control, screening and buffering, land use standards,
- Creates live links that aid developers in navigating the various cited sections and creates a table of contents that will automatically update as future changes are made to the document.
- New amendment to comply with Maine's Right to Food Constitutional Amendment that will allow Non-Commercial Keeping of Livestock in the AFFZ & AHZ but Special Exception in all other zones

Pending the Planning Board's final input at their February meeting, staff is recommending scheduling a public hearing for your next council meeting to consider these changes.

BE IT RESOLVED by Councilor J. Willette, seconded by Councilor C. Green to schedule a Public Hearing for March 1, 2023 to consider amending Chapter 16 Land Use and Code Development Ordinance.

Vote: 6-0

11. Schedule Public Hearing to Amend Presque Isle Development Fund By-Laws

City Manager spoke on the Revisions to the by-laws.

Galen Weibley also spoke on the Revisions.

At the request during the January 20, 2023 PIDF Meeting, the PIDF members reviewed draft changes to the PIDF By-Laws in an effort to update the approval process to streamline approvals and to clarify changes to individual programs.

Revisions to the by-laws have been made as follows:

- Streamline approval process of loan requests lower than \$15,000 to be approved by the PIDF Trustees instead of second approval by the entire council
- Update the year terms for trustees
- Clarifies what indirect relationship means for City employees, Councilors and Trustees
- Provides the option for the City Council to recall the loan to be paid in full should business/developer not be current on their property taxes owed to the City
- Allows for program funding and lending for housing development
- Clarifies WARM Program is capped at \$20,000 per unit instead of unclear amount cap
- Clarifies Downtown Façade Loans require a public hearing by the City Council regardless of loan amount

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to schedule a Public Hearing for March 1, 2023 to consider amending the Presque Isle Development Fund By-Laws

Vote: 6-0

12. Transfer Funds to Downtown Revitalization Committee Reserve

The Presque Isle Downtown Revitalization Committee is requesting to transfer the remaining balance of their operating funds to their PIDRC special reserve account for the future purchase of Christmas lights for the Downtown area.

Original Budget: \$24,513.00

YTD Expenses: \$19,799.56

Remaining Bal: \$4,713.44

BE IT RESOLVED by Councilor M. Chasse, seconded by Councilor J. Willette to authorize the transfer of \$4,713.44 from the Presque Isle Downtown Revitalization Committee's operating funds to the Presque Isle Downtown Revitalization Committee's special reserve account.

Vote: 6-0

13. 2022 Departmental Review

City Manager M. Puckett spoke some of the Department Review.

For the Annual Report, departments put together some statistics and an overview for the previous year. I wanted to include the full reports from the Fire Department and Police Department for calls for service and highlight some of the activities of 2022. The financial overview is part of agenda item 16. Additional handouts will be presented at the meeting. Other departments will have reports for the goal setting process.

Some highlights:

Airport: Best October since 2000 (1,613) and most enplanements for December (1,512) "in this century!" -Scott Wardwell. For 2022, there was a total of 15,409 enplanements, the highest amount in the past 10 years. In 2019, there was a total of 13,149.

Code: Building Permits up 5.9% compared to prior year. Electrical & Plumbing permits down 7.4% & 10% respectfully. Inspections were up (Total 44.8%) for all building activities compared to 2021.

- Building (41.4%), Plumbing (41.4%), Electrical (32.9%), C of O (13.9%), Complaints (74%)

- Code broke new records: 135 Electrical Permits, 884 Building Inspections, addressed 409 Compliant Inspections. 1,897 Total Inspections for the year. Previous Record: 2016 with 1,806 total inspections.
- Finance: Expenditures \$423,000 below budget, primarily due to staffing. Revenues exceeded projections by \$848,000, primarily from Maine State Revenue Sharing.

DISCUSSION ONLY

14. Goal Setting

Each year Council and staff hold a meeting to review and select goals for the upcoming year. Below is a list of 2022 goals that were selected. Some 2022 goals are long term and will carry into future years.

Some major projects that will be underway in 2023 are the MDOT PPI project (Downtown Transportation Study), Essential Air Service Bidding Process, Contract Negotiations for 5 Units, Echo Lake Sewer System Upgrade, Phase 1 of Aerospace Park & Terminal, and regional broadband expansion to list a few.

Departments have many other ideas for consideration. We look forward to a discussion and selecting dates and times for a workshop.

2022 Goals

1.Housing: Team members: Tom Powers, Galen Weibley, Tim St. Peter, Lewis Cousins, Martin Puckett

Goal: Create various housing opportunities within the city to address existing shortages and future growth

Action Items:

- Identify locations/available land for development- all types of housing with estimated number of units per lot, consider zoning, soil type. Consider blighted areas, location to compact area and public/private water & sewer
- Cost estimates for development: road, utilities, sitework, permitting
- Funding sources: Federal/State, ME Housing, PIDF
- Identify Partnerships
- Tax Acquired Properties- continue to turn into residential units
- Report out initial findings in May
- Council Action 6/1 Market city owned lots for development, have discussions with developers. DECD created list of various locations within City for developers to consider. Staff held meetings with various developers, State entities, legislative outreach to promote housing opportunities.

2.Recreation Programming: Team Members: Gene Cronin & Rec Advisory Committee

Goal: Create outdoor activities/programs for wide age groups & families

Action Items:

- Identify Programs and equipment needs
- Develop budget
- Explore NHC opportunities
- Funding Sources- grants, annual budget, capital

Equipment for Outdoor Programming

Presentation in May, signed agreement with NHC, offered addition programs for summer, Produced update of activities in June

3. Online presence: Team Members: Brad Turner, Kellie Chapman, Galen Weibley, Patty Jandreau

Goal: Create Website that is consumer centric that highlights services & activities

Action Items:

- Create RFP for website design
- Review RFPs, interview companies
- Select company, contract
- Establish timeline for bids, design meetings, progress updates and completion
- Funding Sources- grants, annual budget, capital

Was on agenda for March, RFP for April council meeting

June council supported committee's recommendation, Revize awarded contract.

Website design committee met in July to discuss design.

Design presented to council

4. Workforce: Team Members: Brad Turner, Kellie Chapman, Martin Puckett & department heads

Goal: Retention and attraction program for employees.

Action Items:

- Partnerships to develop training programs to obtain licenses: (NMCC & Grants) CDL, paramedics
- Use information gathered from exit interviews to focus on key elements
- Look at regional, state and national efforts to attract
- Compare benefits
- Meet with union to brainstorm

Report out in September

Meetings occurred May 11 & 19. Memo created to overview union/non-union issues.

Meet with council team to review issues, implemented increases in 2022/2023 budget

5. Marketing & Promotion: Team Members: Kim Smith, Martin Puckett

Goal: Promote Regional Events to attract visitors, citizens, increase workforce

Action Items:

- Create a cohesive website

- Event Calendar
- Integrate into website redesign
- Explore CVB

Incorporate into website

6. Downtown Planning/Façade Program: Team Members: Galen Weibley, TIF Advisory, Dana Fowler, PIDRC

Goal: Downtown redevelopment & beautification

- Main St MDOT future collaboration VPI program
- Design loan/funding program to spur private investment
- Identify funding sources for façade- PIDF funding through TIF
- Parking, traffic design & reduce large truck traffic
- Sidewalk Repair, pedestrian improvements
- Signage

Council enacted Façade program & promoted door to door, accepting applications Applications received vetted by PIDF, approved by Council Mike and Sons, Northeastland.

Warm program created, Thor Enterprizes

7. Regional Services: Darrell White, Lewis Cousins, Brad Turner

Goal: Design sustainable, collaborative regional programs with other communities & entities

- EMS & Assessing rate formulas for 2023
- Explore other programs/partners

EMS planned for May, Assessing soon after.

Council created EMS rates in May, Assessing in June.

Meeting with managers in June to discuss EMS rates

Other topics:

Fleet Management program implementation: Ongoing

Internet expansion in the city, utilize anticipated funding

Completion of City Hall with façade improvements for front & interior design

City Manager will send an email with some dates and the Council will pick the best dates.

16. Approve 2022 Budget Actuals

At the close of the 2022 Budget Year the City will be able to transfer roughly 1.6 million dollars back into the General Fund due to the surplus/underspent budgets and increase in revenues. In 2022 the revenue for the City was \$848,373 above the budgeted amount. The Department of Economic Development had a revenue of \$125,000 which was about \$55,000 more than anticipated. The City Clerk department had an increase of \$8,800.00

due to an increase in licenses issued. Another department that experienced an increase in revenue was the Solid Waste department which showed an increase in Tip Fee Revenue by \$70,000. The main reason why the revenue was so much more than budgeted was due to the State Revenue Sharing Program. We had anticipated 1.9 million dollars coming from this program and we ended up receiving nearly \$900k more. When passing the 2023 budget the Council voted to use just over 1 million dollars of this money to go towards the budget and decrease the burden on the taxpayers. After the close of the 2022 budget year the expenses were \$423k under the amount budgeted. The main reason for this was staffing issues. We had several departments that weren't fully staffed but budgeted as such. During the 2022 budget year the Council voted on an increase in wages for the Police and Public Works departments. In doing this we have tried to become more competitive with the County Sheriff Depts wages. The increase in the Public Works Dept has helped in maintaining a full staff during this Winter season. At year-end if any of the departmental budgets as approved by City Council are overspent, the City Council must act on these amounts. Based upon preliminary numbers for the year 2022, seven departments have over-spent their budgets:

- Assessing -- \$15,779; An increase in wages due additional work from regional assessing.
- General Government -- \$279; This is due to a slight increase in wages due to new hire.
- Police Dept -- \$49,969; Due to wage increases during the year.
- Public Safety Bldg. -- \$15,364; Due to wage increases during the year.
- Utilities -- \$6,747; Increases in street lights/utilities, etc.
- City Clerk -- \$497; This increase was due to an increase in wages during the election season.
- Information Technology -- \$2,013; This was due to an increase in our Annual Maintenance

Agreement with our Trio Software System.

Based upon preliminary results of operations (Attachment A):

- Expenses were \$423,112 below budget,
- Revenues were \$848,373 above budget, for a net of
- \$1,271,485 below budget for the City Budget.

Property Tax Revenue was \$244,200 above budget due to an adjustment to Deferred Revenue, Overlay was \$117,605 below budget resulting in an overall net of \$1,633,291 that can be transferred into Surplus. Preliminary 2022 Surplus Analysis is Attachment B. These numbers are preliminary and unaudited; there may be additional adjustments but they should be minor.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette that the City authorize the following departmental over-spending for 2022.

Assessing - \$15,779

General Government - \$279

Police - \$49,969
Public Safety Bldg. - \$15,364
Utilities - \$6,747
Information Technology - \$2,013
City Clerk - \$497

Vote: 6-0

Manager's Report

City Manager M. Puckett spoke on the Public Skate at the Forum. Fun activities at Rec will be Rugby Club, Ski Club, at the Library has family activities. The Volunteer Fire Dept is going to hold the State Maine Muster in Presque Isle.

Announcements

United Way of Aroostook will hold a Black-Tie Gala on January 21, 2023 at 5:30 at the Sargent Family Community Center.
We have the following vacancies for Boards/Committees; Zoning Board and Planning Board. Please see the City Clerk for an application or apply online.
The next regularly scheduled meeting of the Presque Isle City Council will be on Wednesday, February 1, 2023, 6:00 PM at the Sargent Family Community Center

Adjournment

BE IT RESOLVED by Councilor J. Willette seconded by Councilor C. Green to enter into Executive Session at 7:50 pm pursuant to 1 M.R.S.A. § 405(6)(E) for Consultation with legal council

Vote: 6-0

Out of executive session at 9:30 pm.

No Action Taken

BE IT RESOLVED to adjourn by Chairman J. Shaw, second by Councilor J. Willette at 9:30 PM.

Vote 5-0

Councilor M. Chasse left during executive session at 8:40pm

Attested by: _____
Kimberly A Finnemore, City Clerk