

FINANCE MEETING MINUTES
January 10th, 2018

Call to Order: The meeting was called to order at 6:02 P.M. by Paula Tubalkain

Roll Call: Paula Tubalkain, David Sluka, Ben Prescott, and Jenny August

Others: Linda Clark, Mayor

Citizens: none

NOMINATION OF FINANCE CHAIR:

❖ Paula nominated Dave to be the 2018 Finance Chair. Ben seconded. All ayes on vote.

CITIZENS: No citizens attended.

ACCEPTANCE OF MINUTES:

Motion to approve the December Finance minutes by Paula.

❖ Motion to accept the December minutes as presented by Paula. Dave and Ben abstained.

FINANCIAL REPORTS:

Jenny reviewed the financial reports. Paula questioned the revenue status report regarding the Village of Garrettsville dispatching fee. There is a difference of over \$18,000 between what we budgeted to receive and what we actually received. Jenny will check it out.

❖ Motion to approve the financial reports by Ben Prescott, seconded by Paula Tubalkain. All ayes on vote.

(For future reference to readers of these minutes, Jenny was able to determine that the contract with Garrettsville was for \$82,400 for the year and should have been split as follows: 75% to General Fund and 25% to Police Capital Fund 4902. When the two revenue funds are added together, it is correct.)

BILLS OF RESOLUTION:

Dave asked what we get out of our \$250 monthly retainer to CT Consultants. Linda said it is as much as we can get out of Rich every month. Jenny can provide a copy of their contract.

❖ Motion to forward the Bills of Resolution to Council by Paula, seconded by Ben. All voted yes.

LEGISLATION:

Dave reviewed the legislation;

- **ORD. 2017-45** Dave said the Safety committee feels that this is a logical move. There will be one resident that does not agree with this. The Police Chief will do a traffic study to report to Council before the vote on Tuesday. 3rd Reading.
- **ORD. 2017-46** There will be a public hearing at 6:45 pm before the January meeting. This is the 3rd Reading
- **ORD. 2017-47** Jenny noted that Michele has amended this and everyone has a new copy.
- **RES. 2018-01** This is a resolution to allow bridge work on the Cuyahoga river bridge that has the planter boxes. It needs some sandblasting and minor changes. This should be amended to include emergency language. 1st Reading.

- **ORD. 2018-02** This is the difference between what the school paid for an SRO per their contract and what the SRO employee costs us for the year 2017. This amount is moved to the Police Capital fund. 1st Reading.
- **RES. 2018-03** This is establishing two new grant funds. One is the Buchert Park Walking Trail and the other is the West Prospect St Roadway and Drainage Project. 1st Reading.
- **ORD. 2018-04** This is an amendment to the 2018 appropriations. The Police Training fund needs additional appropriations to send Joe to training, and the Road Levy did not use the PO from last year for the High St., so that is being re-appropriated for 2018. The rest are for grant projects.
- **ORD. 2018-05** This is authorizing an Economic Development Transfer form which would allow for another liquor in town. The transfer is from Kroger's to Jakes Market LLC which is a C-1 and C-2 liquor permit. 1st Reading.

DISCUSSION:

- **Road Levy-** The village's road levy is good through 2018. (2018 is collected in 2019) We can either put it on the November 2018 ballot or May 2019. The Finance Committee will try to find out who has levies on for November 2018.
- **Electric Aggregation-** The village's electric aggregation expires this May. The Mayor is going to meet with First Energy and find out if they are offering any grant incentives. The Mayor and Michele met with a company called Energy Alliance to be our energy consultant for the resident's aggregation. They are meeting with the Mayor and Michele on January 23 with five proposals of energy suppliers. After gathering information, Council can make a decision as to whether or not to renew the aggregation.

NEW OR OTHER BUSINESS:

Paula said the Service Committee is discussing a storm water management fee. Jenny did some research on this last year and has information as to how several other communities are charging their residents. Jenny said that John Clark had some information as well. Linda said she would ask him for anything he has.

Paula said the Safety Committee would like to make the School Resource Officer a Part-Time Officer retroactive to January 1, 2018. She is currently listed as an Auxiliary Officer. Chief Urso will be asking for a motion by Council next week.

Paula said the DMRC is donating two of those yellow crosswalk pyramids for the Police Department to use at their discretion. Also, regarding the bike racks that the Rotary club obtained, there are 6 or 7 village businesses would like to have them at their location. Mayor Clark said there needs to be a conversation as to where they are going to be placed so they are not obstructing the village sidewalks. Paula said the Village Administrator was going to do a walk around with them to determine where they could go. The Mayor would like the Parks Board to discuss this. Paula wondered if this was a Parks issue or a Service issue.

Paula said that DMRC is also going to be asking Council to sign off on a Buckeye Trail Town Application, which is due by March. This would make the village of Mantua a "Buckeye Trail" community. This basically means that the village would be a designated trail town that may have locations in the town where you could pitch a tent or something if you are hiking. The DMRC will request being added to the Council agenda for next week.

Dave said that the Safety Committee was discussing a credit that was due them from AT&T. Dave thought it would be a good idea to have an audit of the utility bills to make sure the village is getting the best possible rate for our telephone, electric, and gas accounts. This is usually done on a contingency basis. The Finance committee agreed that this is a good idea.

The Mayor said she has met with the Department heads and would like to make some changes to the pay scale ordinance. The Chief would like to raise the Lieutenant's cap to \$20.00 per hour, and the Head Dispatchers cap to \$22.00 per hour. The Village Administrator would like to raise the wage cap for the Wastewater Treatment Plant Maintenance person up to \$15.50 per hour, and the cap for the Wastewater Treatment Plant Operator up to \$1,900 per month.

❖ Ben moved to amend the pay scale ordinance to Council, and Dave seconded. All ayes on vote.

The Mayor wanted to discuss posting the Village Administrator's position. Paula said she thinks Council needs to identify the scope of duties that we want our Village Administrator to have. Do we want someone who is very hands on with work, or do we want someone who focuses on administrative planning and grants? Should the plant operators be separate? The Mayor shared a job description for a Village Administrator, the last ad we used for a Village Administrator, and an ORC description of a Village Administrator. Jenny said we should explore hiring an administrator who is also an Engineer and let the grants pay their salary. Ben said there is a grant writer at PCRFP also.

Lastly, Jenny shared information on a one-day seminar for new Council people. There is one being held in Independence. Jenny will put copies in the Council packets. Jenny also mentioned that she has reserved a room for all of the new Council people for the Columbus Local Government convention. It is also a good way to network with other Council people.

ADJOURNMENT:

Motion to adjourn at 7:20 pm by Ben, seconded by Paula. All voted aye.

David Sluka, Finance Chair

Jenny August, Clerk-Treasurer