

FINANCE MEETING MINUTES

February 10th, 2016

Call to Order: The meeting was called to order at 6:01 P.M.

Roll Call: Paula Tubalkain, John Clark; Paul Janson, Finance Committee members.

Others: Jenny August, Clerk-Treasurer; Linda Clark, Mayor;

Citizens: None

CITIZENS: No Discussion.

ACCEPTANCE OF MINUTES:

- ❖ Motion to accept the January minutes as presented by Paul, seconded by John. All voted aye.

FINANCIAL REPORTS:

Jenny reviewed the financial reports from January. She shared her concerns about the low balance in the sewer fund. We are waiting on the county sewer check. It is still being processed. Once we receive that check we should be okay for the month. There were two discrepancies on the cash summary report that were both due to interest receipts recorded incorrectly.

- ❖ John moved to forward the financial reports to Council. Paul seconded. All ayes on vote.

BILLS OF RESOLUTION:

John asked about line 18. Wages are under water & sewer capital. Jenny said they should be under water & sewer operating. He also asked if the gas bill for the street department is just for the garage. Jenny said yes. He and Paul had a discussion about looking into a radiant heater for the garage. Paul said he would get a price from Grainger. John questioned if the electric work at the sewer plant is grant related. It is not. Paul asked about the bill for Leppo rents. Linda said it is from when they took the wreaths down on Main Street.

- ❖ Motion to move the amended Bills of Resolution to Council by John, seconded by Paula. All voted aye.

LEGISLATION:

Paula reviewed the legislation;

- **ORD. 2015-48** 3rd Reading. School Resource Officer revenues going to Police Capital.
- **ORD. 2016-01** 2nd Reading. Determining how employees report off work in each department. This will be determined by the department head.
- **ORD. 2016-03** 2nd Reading. Renumbering chapter 450 of the zoning book relating to special recognition signs. Service Committee wants to standardize these signs and have them installed by the high school. Paul is recommending amending the size and needs to look into a few other things such as fees. This should be tabled and sent back to Service for a bit more work.
- **ORD. 2016-06** 1st Reading. ODOT wanting to do more paving in the village in 2019. We should suspend the rules and get this back to them.

DISCUSSION:

Parking at the Administration Building-

There is a shortage of parking places. When Jenny, Kate, Ashlee, Randi and Linda are all working, there are no parking spaces available for people to stop and pay their bills. This was discussed at Safety also and there was discussion about the need for an additional handicapped parking space, and it was also discussed for the service employees to move back down to the service garage. This will be discussed at the Service committee meeting.

Employment Application-

Linda is recommending a standard employment application for all departments to use. It is the application that the police department is currently using. Jenny said it is overkill and more than she would need for her department. She thinks each department can have a different application since they are such different jobs. Paul

recommended that Jenny and Kate use this application, and modify it to be what they feel is appropriate for them, and then it can be reviewed next month.

Replacing the Cushman-

Paula stopped down at the service garage to see the vehicle that the service department is testing as a possible replacement for the Cushman. It looks like a good vehicle for them, but they would be changing the tires for something with better traction, and also they would put a cap on the back and an extended bed.

NEW OR OTHER BUSINESS:

The dispatch contract with the fire district is up for renewal. Negotiations are underway.

Motion to adjourn at 7:30 by Paul, seconded by Paula. All voted aye.

Paula Tubalkain, Chair, Finance Committee

Jenny/August, Clerk-Treasurer