

## FINANCE MEETING MINUTES

February 12<sup>th</sup>, 2014

**Call to Order:** 6:00 P.M.

**Roll Call:** Ben Prescott, John Clark, Paul Janson was absent, Marty Hura was present as alternate.

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

**Citizens:** None

- ❖ Motion to excuse Paul by Ben Prescott, seconded by Marty Hura. All in favor.

**NOMINATION OF 2014 FINANCE CHAIR:** John Clark nominated Ben Prescott, Marty Hura seconded. Ben accepted the nomination.

**CITIZENS:** none in attendance so no comments.

### **ACCEPT MINUTES-**

- ❖ Minutes could not be approved because there were not enough members present that were also present in January.

### **FINANCIAL REPORTS:**

Jenny summarized the financial reports. The funds all have positive balances; however, Jenny was not able to make the monthly transfer for debt from either the water or sewer funds. Money is now available to catch up, but legislation must be written for this month's Council meeting. Revenues and expenses were typical for January. The water-sewer and income tax programs balanced with the UAN.

- ❖ Marty moved to forward the financial reports to Council. John seconded. Motion is approved.

### **BILLS OF RESOLUTION:**

Linda thought the income tax refund was quite large. Jenny said that the man's company withheld taxes in error, and the taxpayers did not realize that they didn't have to pay Mantua tax until this year when they went to a tax preparer. Many companies see that Mantua has an income tax, and just withholds income tax for anyone with a Mantua zip code whether it is village or township.

Jenny said that we will see a payment on the bills list every month to Harry for his cell phone reimbursement. This will not be done through his paycheck because it is not taxable or pensionable according to our tax contact, John Darr and Ohio Police and Fire. Jenny was told to treat it the same as a mileage reimbursement.

- ❖ Motion to move the Bills of Resolution to Council by Marty, seconded by John. Motion is approved.

### **LEGISLATION:**

- ❖ **ORD. 2013-102** This ordinance is related to the dispatching contract with Edinburg. The Mayor and Marty said this was discussed at Safety and it should be taken off the table and failed.
- ❖ **ORD. 2013-103** Same as the above ordinance.
- ❖ **ORD. 2013-104** This remains tabled and is being worked on by the Police Chief.
- ❖ **ORD. 2013-106** The Mayor said we need to have a workshop and discuss this and some other things to get it done.
- ❖ **ORD. 2014-06** This is regarding monthly billing and will go three readings. Kate is working out all of the procedures for this. The billing program is ready to go. Jenny and Kate are going to check with the post office about a postage permit.

### **Discussion:**

**Cemetery Sexton:** Ben thought someone is checking with the trust to see if they would fund the position. There are sample job descriptions; one that Kate put together and one that Jenny found on line. Jenny said if the trust is not willing to pay for this position, the Cemetery fund can't afford to pay anyone. If the trust is willing, the job description may be based on how much the trust will pay. The Mayor said Kate thought we

may have to advertise the job. Jenny said she checked with Hiram and their Village Administrator is the Sexton. Like us, they don't have many burials. John said the "up front" time investment is the major thing, getting the records straight. Jenny said Donna Maynard kept good records since Ed Trego was the Sexton, but the records in the Clerk's office don't match in many cases. Marty said we may have to have someone just to straighten out records. Jenny said we may have to have someone walk the Cemetery and even do some probing.

**New or Other Business:**

Ben said he has information regarding setbacks for houses with gas lines, propane line and pipe lines. The mortgage companies are asking for big down payments and higher rates. This was discussed at the Portage County Regional Planning meeting. PCRPP will be looking into it. He will pass it on to Planning Commission.

Mayor Clark said in section 131 of the codified ordinances, regarding the Mayor's wages, since her term will be up in 2015, she wanted to ask Council to consider bumping the Mayors pay up to whatever the minimum monthly amount is necessary for an OPERS pension. She thinks it is currently \$600 per month to be eligible. It is something that would have to be decided before her term is up. This would help the Village attract a good Mayoral candidate. Ben said that is fine with him; we are all underpaid. We can ask Michele to start looking into this.

Motion to adjourn at 6:23 by Marty Hura, seconded by John. Motion is approved.

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Ben Prescott, Chair Finance Committee

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Jenny August, Clerk/Treasurer