

FINANCE MEETING MINUTES
February 15th, 2017

Call to Order: The meeting was called to order at 6:00 P.M.

Roll Call: Paula Tubalkain, Chair, Marty Hura, Alternate, and John Clark

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

Citizens: None

❖ Motion to excuse Paul Janson by John, seconded by Paula. Both voted yes.

CITIZENS: no public comment

ACCEPTANCE OF MINUTES: No discussion

❖ Motion to accept the January minutes as presented by John, seconded by Paula. All ayes.

FINANCIAL REPORTS:

Jenny reviewed the financial reports from January.

• Paula moved to forward the financial reports to Council. John seconded. All ayes on vote.

BILLS OF RESOLUTION:

- Linda asked about the large income tax refund of over \$25,000. Jenny said it was due to a business in town over paying their 2015 quarterly estimates.
- Marty asked about the visa payment for dog food and postage. Jenny said the dog food should be a six month supply for both dogs, and the postage should be for the year.
- Jenny explained that the AT & T contracts were renewed which caused huge invoices. We will see credits coming.
- John asked about the McCoy charges for Main St. Jenny said they hauled away three loads of sewer when we had the broken sewer line on Main St.

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

LEGISLATION:

Paula reviewed the legislation;

- ❖ **ORD. 2016-61** This is the third reading on amending expense limits relating to employee travel. This has been amended by Safety and Finance.
- ❖ **ORD. 2016-63** This is the third reading for some zoning amendments. Linda is going to ask Council to table this because it was sent back to Planning but the Planning Committee did not get a chance to work on it.
- ❖ **2017-01** Increases in appropriations. Most are related to grant projects, and also a large income tax refund of \$25,000. The increase in Permissive and Capital funds are towards the mini excavator.
- ❖ **2017-02** Police Capital rollover money from SRO fee's.
- ❖ **2017-03** The Police Department is in need of another Sergeant to assist in paperwork and other requirements.
- ❖ **2017-04** Pay scale amendments. Jenny had concerns about the Village Administrator's pay going from \$24 cap to \$29. Linda said Bruce may be taking on additional duties. Paula recommended that we increase the cap to \$27 instead of \$29.
- ❖ **2017-05** This is recommended by Service (exhibit C) and also Planning (exhibit A & B). John had some concerns about the verbiage of banners for special events being on the property of the

business or event. He would also like to see the changes italicized so Council will know exactly what changes they are considering.

- ❖ **2017-06** This is for the purchase of the mini excavator and the financing of a portion of it through Middlefield bank. John noted that the quote is based on state pricing.
- ❖ **2017-07** Recommended by Planning and relating to site plan review. John would like the changes identified with italics or strike through typing as in 2017-05 so Council can see changes.

DISCUSSION:

Water-Sewer Rate Study and Analysis- Paula reviewed some documents relating to water & sewer. The outstanding debt shows that the water plant construction will be paid off this year. The wastewater plant has six more years. The waterline loop debt will be paid off in 2024. She also reviewed the revenues for 2016 verses expenses. Paula was concerned about the high electric bills at the plants and referred to Paul's ideas that maybe we should be looking at a way to generate our own electricity, such as a windmill. Regarding the inter-fund transfers, it shows that last year the General Fund transferred \$55,000 to sewer and \$5,000 to water.

Regarding staffing, Jenny said if we gave up the water & sewer plants, we would need to cut staffing. The Street fund only has about \$50,000 available for wages, so the General Fund would have to make up the remaining \$162,000 if we kept our current staff, minus the people that work exclusively at the plants. She estimates that Bruce could keep one full time person, and Chelsea, which would still add more burden to the General fund than what currently is used.

Linda had copies of county rates, and communications we have had with the county in initial discussions. The Finance Committee will look these over and discuss it next month.

NEW OR OTHER BUSINESS:

AT & T- The Safety Committee told Harry to go ahead with the new phone system at the Police Dept. If we go with the one that includes the fire department, it would be a 50/50 split. Harry should have a quote from AT & T by the Council meeting Tuesday.

Centralized Tax Collections- This is being proposed by Governor Kasich in his budget. This is just for net profits. The state would keep 1% of collections. Jenny said she doesn't have a problem with it because she thinks that possibly the state would collect taxes from businesses that we are missing. Linda said maybe Jenny should go back to having a part time assistant to help with things so there could be more focus on taxes.

- ❖ Motion to have Michele prepare legislation for the village opposing centralized tax collections by Paula, with a second by John. All ayes on vote.

ADJOURNMENT:

Motion to adjourn at 7:34 by Paula, seconded by Marty. All voted aye.

Paula Tubalkain, Chair, Finance Committee

Jenny August, Clerk-Treasurer