

## FINANCE MEETING MINUTES

June 14<sup>th</sup>, 2017

**Call to Order:** The meeting was called to order at 6:02 P.M.

**Roll Call:** Paula Tubalkain, Chair, Paul Janson, and John Clark arrived at 6:07

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

**Citizens:** None

**CITIZENS:** No discussion

**ACCEPTANCE OF MINUTES:** No discussion

- Motion to accept the May minutes as presented by Paula, seconded by Paul. Both voted yes.

### **FINANCIAL REPORTS:**

Jenny reviewed the financial reports. Transfers were not made in May for both water and sewer due to non-sufficient fund balances. There is enough money now to do the May transfers, but not June. An ordinance for a transfer of funds from the General Fund has been prepared for Council. Our county quarterly sewer use payment was really low this quarter. John mentioned that at least one of the plazas does not have fuel and could be the reason why usage is down.

### **BILLS OF RESOLUTION:**

Linda asked about line 15, the AMG alerts. Jenny said the annual fee is \$595, but we were out of money in our messaging account, so Jenny added the balance of this payment to that. Paul asked about line 10, Stachowski income tax refunds. Jenny said this is a combined amount for all Stachowski employees that have filed for a refund of income taxes. Stachowski withheld Mantua tax from all employees instead of just the ones living in the village, which has caused the village to be liable for about \$8000 in tax refunds that were paid to us in error.

- ❖ Motion to forward the Financial Reports and the Bills of Resolution to Council by Paul, seconded by John. All voted aye.

### **LEGISLATION:**

Paula reviewed the legislation;

- **ORD 2017-19** Paula said Rich was going to look at the description that they thought was about 40 feet wide, and she was looking at the county maps and it looks like the easements could be as much as 150 feet wide in some areas. 2<sup>nd</sup> Reading.
- **ORD. 2017-20 and 2017-21** There will be a public hearing at 6:45 pm just before the July Council meeting. No other discussion. 2<sup>nd</sup> Reading for both.
- **ORD. 2017-24 and 2017-25** This is for rate increases in water and sewer based on C.T. Consultants option #3 in the utility rate study. Linda questioned that Michele noted that there was an increase in water and not sewer in 2024. Jenny said it could be because the sewer plant will be paid off in 2023. Rich can explain Tuesday at the Council meeting. Also, Linda noted that the flat rate for sewer has been added. 1<sup>st</sup> reading for both.
- **ORD. 2017-26** The water and sewer funds each need a transfer of \$30,000 from the General fund. For the \$30,000 request for the water fund, there is about \$20,000 in costs related to the water line break on Main Street, and a shortage for monthly transfers of about \$10,000. For the \$30,000 transfer request to the sewer fund, there is a shortage for the loan payment of about \$25,000 and an extra \$5,000 for payroll and operating. Jenny thinks the wastewater guys will be having sludge hauled soon. This is the 1<sup>st</sup> reading.

- **ORD. 2017-27** Increases in appropriations. Jenny explained the reasons for the increases.
  - General fund- \$25,000 is for \$10,000 additional needed for transfers out, \$10,000 needed for income tax refunds, and \$5,000 needed for phone bills in the police department.
  - State Highway- \$8,000 is for flower baskets, mowing the triangle area by Canada Rd., and Geosearch to image the infrastructure under Main St. as well as repairs to storm sewers by Main & Woodford and repairs on Main St. by the water line break.
  - General Obligation Bond Retirement- This can be reduced because we are not going to put the August property tax check into this fund. It will go in the new village hall debt fund.
  - Village Hall Note Retirement fund- This is where we will deposit the approximate \$20,000 we will receive from property taxes in August. This is housekeeping.
  - Water Operating- This is just appropriating the \$20,000 that is being transferred in for the water line break expenses.

**DISCUSSION:**

**Benner- Hummel Easements-** The Mayor said the anticipated \$25,000 value of the easements was determined to be \$2050.00 The value of the easements were to be used as our local match for the Headwaters Trail-Mill St. grant. This will leave our local match short about \$23,000. Linda is meeting with Edie Benner to see if she has any ideas. Possibly the DMRC can come up with the balance since they at one time were going to pledge support of \$25,000 for the west end of the trail.

**NEW OR OTHER BUSINESS:**

The Mayor said that our Matts Road bridge grant application was denied. If the bridge had been open recently it would have had a better chance. It was discussed that there may be a way that we can open it with a weight limit and use it for a little bit and try again.

The Mayor received an invoice from ODOT relating to the 2015 Sidewalk project on south Main St. She does not understand why we are getting it 2 years after the project, and it does not explain what the overages are that we are being charged for. This is something that could be paid out of State Highway if it is determined that we actually do have to pay this. Linda is going to discuss this with Edie as well to see if DMRC can help.

Paula said the DMRC is replacing the small signs on the big "Welcome to Mantua" sign at the end of Canada Road. Tom Tubalkain is waiting to hear back from the village as to whether or not the village is committing to the cost of \$100 each for replacing the Neighborhood Watch and Tree City signs. The Finance Committee said yes, the village previously agreed to pay for the replacement costs.

**ADJOURNMENT:**

Motion to adjourn at 7:02 by Paul, seconded by Paula. All voted aye.

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Paula Tubalkain, Chair, Finance Committee

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Jenny August, Clerk-Treasurer