

## FINANCE MEETING MINUTES

June 18th, 2012

**Call to Order:** 6:30 P.M.

**Roll Call:** Paul Janson, Ben Prescott, Bill Zoller

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

**Citizens:** None present

### Minutes:

- No discussion.

Motion to approve the May minutes by Ben. Seconded by Bill. All ayes on vote.

### Financial Reports:

- Jenny reviewed the financial reports. All funds are in the black. The income taxes are caught up for April and May. We have collected all but about \$8,000 that we had expected for the year. Expenses were high but we paid for the annual liability insurance, the new truck, the new chopper pump, we made our semi annual payment on this building and our annual workers comp payment, and we had three payrolls in May. There was one adjustment in the Cash Summary report to clean up the Park Trust CD. The Water & Sewer billing program and the Tax program matched with the UAN. The bank reconciliation shows no adjusting factors. Linda pointed out that she paid .50 cents for copies she made.

Motion to move the Financial Reports by Ben, seconded by Bill. All ayes on vote.

### Bills of Resolution:

- Paul asked about the Charles Chevrolet bill. Jenny said there has been a lot of work done on the cruisers. One bill is for a \$500 deductible for damage done to a cruiser. Linda explained that an Officer was driving down the trail and hit one of the well caps. Luckily he didn't damage the well head.
- Bill asked about the Ashton Sound bill. Jenny said it is related to the 911 line.
- Paul questioned why we are buying perforated pipe from Lowe's instead of Stamm's. Linda said Ellie was going to donate some, but it wasn't available.

Motion to move the Bills of Resolution to Council by Bill, seconded by Ben. All ayes on vote.

### Legislation:

Linda reviewed the current legislation.

- 2012-15- This is on third reading and can be passed.
- 2012-16- This is on third reading and can be passed.
- 2012-21- The 2013 permanent budget. 3<sup>rd</sup> reading. Linda wondered if we need to set up a line item for St. Gobain committed funds. Jenny said we can move \$20,000 that is allotted to Income Tax refunds into Capital Reserve, and then do it again for 2014, and we may scrape up the other \$11,000 this year and we would then have our \$51,000 set aside. That would give Council time to determine what they want to do with the money. Linda said there is an anonymous donor that would like to donate money to repair or rebuild the bleachers at the park.
- 2012-26- This is on 2<sup>nd</sup> reading to amend the zoning code and we have a public hearing for it tomorrow.
- 2012-27- This is the approval for the annual codification that Walter Drane Co. has done.
- 2012-28- Allowing us to include the AMATS sidewalk project in ODOT's bridge project. 2<sup>nd</sup> reading.
- 2012-30- Michele needs this one suspended to match the Codified Ordinances.
- 2012-31- Jenny said this is regarding the Managed Care Ordinance. We have already changed this and should suspend the rules.
- 2012-33- Jenny asked if this is only for the Lieutenant's position or could it be anything. Jenny read a statement she wrote as to why the Assistant Clerk position needs to be returned to full time status. The Finance Committee agreed that the Clerk-Treasurer needs a full time assistant. Jenny asked if she should ask Michele to write something up for first reading next month. The Committee said to have it ready for tomorrow night.

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- 2012-34 Establishing positions in the Police Department.
- 2012-35- Linda explained that we need to suspend the rules on this one because we had an incident regarding funeral leave. Bereavement pay comes out of sick leave, and it is not clear in the handbook.
- 2012-36 and 37- These are easements we need to approve for the Franklin St. project.

### **Other Discussion:**

#### **St. Gobain:**

Jenny said the Auditors are very happy and are anxious to release us from Fiscal Watch. We are just waiting for something on St. Gobain letterhead.

#### **Grants:**

Linda said C.T. has turned in the hydrant grant. There are still some snafu's on Orchard St. project. There was confusion on who will be doing what. We thought there were not going to be charges from NDS. Lisa from Regional Planning said we didn't allow enough to pay NDS for the management of the project. Michele is thinking we may be able to do a lot of it ourselves. They want \$1,200 an hour for doing the prevailing wage sheet, \$1,200 an hour to do the specs, \$760.00 to do the bid package. Michele said NDS applied for this grant without our knowledge. Linda was hoping to use Regional Planning TA hours to do some of this. Paul wanted to mention that he has asked Regional Planning to look into a wind turbine grant for us.

#### **Crestwood Schools Discussion:**

Linda said we have a draft of the lease agreement giving us temporary ownership of the lift station. The grants were submitted by the 15<sup>th</sup> deadline.

#### **Stamm's**

Linda said Stamm's will be on tomorrow nights Council agenda because they would like to put in a well related to EPA regulations of keeping the dust down. Linda said there is a well there now with no restrictions that is in their office building. Linda said they already have a meter on the batch plant that does not get charged for sewer. They also are only paying for water in the office building, and the use is as much as the batch plant, and they are tied into our sewer. Linda said the water they use for the office is almost as much as the batch plant, and it is going into our sewer. Jenny said if you let them put in a well, you have to let everyone. It's a cost of doing business. Linda said maybe we could put in a second meter and charge them bulk rates for their EPA related needs. Paul said they can utilize the well that they already have since it is grandfathered in already.

#### **Water Software Program:**

Linda is still leaning towards the one out of the USA book. She thinks we need someone computer savvy to look into it. The El Dorado is several thousand dollars more than this one. Paul asked if Mike could look. Linda said she has talked to him and he feels the computer at the Service Dept. could handle either program.

#### **Delinquent Water & Sewer Bills:**

Linda asked for a report of who is delinquent and how much from the Service Department. It seems like we are up to \$19,000 in past due bills. She has asked for updates on action that is being taken such as payment plans.

#### **Bob Bradley:**

Bob is trying to buy the Breyley property where the house burnt down. He is planning to build a duplex or triplex. There is an issue about the sidewalk running along his property on East High St. He thinks the sidewalk is in the wrong place and wants the Village to move it. Linda said he bought the house as is.

Motion to adjourn at 7:30 P.M. by Ben, seconded by Bill. All ayes on vote.