

**FINANCE MEETING MINUTES**  
**July 11<sup>th</sup>, 2018**

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

**Roll Call:** Paula Tubalkain, David Sluka, Ben Prescott, and Jenny August

**Others:** None

**Citizens:** None

**CITIZENS:** No citizens attended.

**ACCEPTANCE OF MINUTES:**

- ❖ Motion to accept the May Finance minutes as presented by Ben, seconded by Paula. All ayes on vote.

**FINANCIAL REPORTS:**

Jenny reviewed the financial reports.

- ❖ Motion to approve the financial reports by Ben, seconded by Dave. All ayes on vote.

**BILLS OF RESOLUTION:**

- ❖ Motion to forward the Bills of Resolution to Council by Ben, seconded by Dave. All voted yes.

The payment that Council approved last month to Utility Contracting was the final pay estimate for the High St. paving and Waterline project. This was also submitted to OPWC as part of Appendix E #5. Jenny was told by the Mayor that C.T. Consultants wanted her to hold the check until they did some repairs on High Street. Because Council approved it, and also because we submitted it to OPWC as something we were paying towards the grant, the Finance Committee said that Council approved it and it must be paid.

**LEGISLATION:**

Dave reviewed the legislation;

**RES. 2018-31** This is to reimburse the Road & Bridge fund for the W. Prospect St. project with the proceeds of tax exempt debt of the state of Ohio. The rules should be suspended so this can be passed immediately. *1<sup>st</sup> Reading*

**ORD. 2018-32** This is defining 'Resident' in the Cemetery Chapter of the Codified Ordinances. *1<sup>st</sup> Reading.*

**DISCUSSION:**

**Purchasing a new Plow Truck for the Service Department-**

The Service Department spends lots of time repairing the old truck and getting it welded year after year. It would be cost effective to replace the Sterling truck. The Service Committee wanted the Finance Committee to discuss financing options. The estimates were in the neighborhood of \$70,000. Jenny said we could put \$10,000 down and Middlefield Bank would finance the balance for 5 years at 4% interest. This option would give us a payment of about \$1250 per month, divided between at least 5 funds. She also suggested using some of the money in the Capital Fund #4905 that is designated to anything street related. Another option is to approach the Cemetery Trust and ask if they would consider paying a portion. This can be discussed further at Council.

**Codified Ordinance Chapter on Solicitors/Peddlers-**

The Finance Committee said they are finished with this and it is ready to forward to Council.

- ❖ Motion to forward the revised Solicitor chapter to Michele to prepare for Council by Dave, seconded by Ben. All ayes on vote.

**Rental Property Inspections-**

This can be removed from the agenda since Planning is working on it.

**Ohio Municipal League Salary Survey-**

Jenny received the annual salary survey from OML and provided copies to the committee. This will help with knowing if we are in line with similar communities regarding our pay scales. Also, concerning Marty Fergus, the part time employee in the Administrative Office; Jenny said we need to come up with a new title for him since he is clearly not her assistant other than doing the Council minutes. Council can establish a title more in line with what he is doing, and then reallocate money from Jenny's unfilled position to the newly titled position in the General Fund.

**NEW OR OTHER BUSINESS:**

Paula said Council really must address the Village Administrator position. There is too much on the Mayors plate and it is not appropriate. Council first needs to determine what they are looking for in the VA position. The Water & sewer plants will tie into this also. Council needs to talk about this regularly.

**ADJOURNMENT:**

Motion to adjourn at 7:20 pm by Ben, seconded by Dave. All voted aye.

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David Sluka, Finance Chair

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Jenny August, Clerk-Treasurer