

## FINANCE MEETING MINUTES

July 12<sup>th</sup>, 2017

**Call to Order:** The meeting was called to order at 6:03 P.M.

**Roll Call:** Paula Tubalkain, Chair, Paul Janson, John Clark, and Jenny August

**Others:** Linda Clark, Mayor

**Citizens:** None

**CITIZENS:** No discussion

**ACCEPTANCE OF MINUTES:** No discussion

- Motion to accept the June minutes as presented by John, seconded by Paul. All voted yes.

### **FINANCIAL REPORTS:**

Jenny reviewed the financial reports. Regarding the Appropriation Status report, Jenny noted that there are only enough personnel wages in the Street Operating fund for about three more months. Most funds are on track in revenues and expenses are close to 50% at the end of June.

- ❖ Motion to move the financial reports to Council by John, seconded by Paula. All voted aye.

### **BILLS OF RESOLUTION:**

John asked about line 16, Stephen Campbell. Jenny said it is a contract for the dispatching center. John asked what is Crypt Keeper? Jenny said it is for our on-line Cemetery software program. Jenny said it is a great program but really messed up. Most of the information was entered incorrectly and needs to be corrected.

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

### **LEGISLATION:**

Paula reviewed the legislation;

- **ORD 2017-19** Paula spoke with Chris Craycroft and she felt it was not a good place for a possible road. Linda said she also spoke with Chris Craycroft and the County Engineer. Chris indicated that they would not want the road there, but they are still interested in the agreement as it is currently written. Linda also found out that if we were to put a road in this area, we might be liable to repay the grant from 2002. 3<sup>rd</sup> Reading.
- **ORD. 2017-20** Paula attended the Planning meeting and there will be some recommendations for amendments for Council to consider. John said he was wondering why the Board of Education is included in the list in section 703.02.b.c.3. Paula guessed that maybe they need to be aware of new subdivisions and homes, or even new roads in planning bus routes and knowing when there will be new students. Michele is working on a strike-through version as well as a clean version of the amendments and they should be in the Council packets. 3<sup>rd</sup> Reading.
- **ORD. 2017-21** There may be some changes recommended from the Planning Commission. Michele mentioned at Planning that she is not comfortable with this ordinance. When someone grades their property and it causes a neighbor to have flooding, it is a civil matter, not a zoning issue. 3<sup>rd</sup> reading.
- **ORD. 2017-24** No discussion. 2<sup>nd</sup> Reading.
- **ORD. 2017-25** The Service Committee will be recommending some amendments that will include a minimum for sewer. 0-100 cubic feet will be \$17.66, and then 101-235 cubic feet will cost \$17.66. The new minimum bill will be \$38.91. 2<sup>nd</sup> reading.
- **ORD. 2017-28** This is recommended by the Safety Committee. The Chief is anticipating spending a lot more money in training. If the village spends a lot of money training an employee

and that employee quits the job within a certain time period, they must reimburse a percentage of their training cost to the village. This is the 1<sup>st</sup> reading.

### **DISCUSSION:**

**Forgiving sewer advances-** Jenny created draft legislation that is typically done in the fall that is to forgive the sewer advance repayment for the following year. It was not done last fall. Jenny asked the Finance committee if they want to just forgive the balance of the advances, or if they want to forgive both 2017 and 2018 since the rate increases will not really be getting the sewer fund in a secure state until 2019. The Finance committee recommended just forgiving 2017 and 2018. Jenny will get the legislation to Michele to review and prepare for the Council packets.

**Putting on a Cemetery Levy next year-** Paula said with the water and sewer rates increasing, and the school levy, she does not think it will pass. Jenny said we need to come up with some money to have the cemetery re-surveyed and new lot markers installed.

**Increased Staffing-** Jenny said the Chief is asking for full time positions with benefits to hopefully slow down the turnover in employees at the Police Department. Jenny said we will need to look at cutting somewhere else then because our average carryover increase is about \$25,000 per year. The cost of insurance is the biggest factor of having full time people. Maybe the village could consider offering incentives to have employees stay on their spouses insurance.

### **NEW OR OTHER BUSINESS:**

There is another Local Government funds meeting with village officials on Monday at the park lodge at 6:00.

John asked where we are with the Headwaters Trail easements coming in below the \$25,000 value. Linda said they came in around \$7,000 below what we had hoped for. Linda said regarding the Headwaters Trail, C.T. Consultants is extending the bid because they have only gotten one bid so far. Linda is going to send the DMRC an email letting them know how much they would owe us for ½ of the S.R. 44 Sidewalk project overages (\$1,000.00) and also for ½ of the easement shortage (\$3500.00)

### **ADJOURNMENT:**

Motion to adjourn at 7:08 by John, seconded by Paul. All voted aye.

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Paula Tubalkain, Chair, Finance Committee

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Jenny August, Clerk-Treasurer