

FINANCE MEETING MINUTES
November 7th, 2011

Call to Order- 6:30 P.M.

Roll Call: Linda Clark, Ben Prescott, Roger Hawkins

Others: Clerk-Treasurer Jenny August, Mayor Donna Hawkins

Citizens: None attending

Minutes:

- No discussion

Motion to approve the Oct. 10th minutes by Linda seconded by Ben. All ayes on vote.

Financial Reports:

- Jenny gave the financial reports. The fund status at the end of October was \$508,566. Revenues for October were \$211, 204. Third quarter withholdings were due, and a lot of water-sewer money. Most of the big businesses pay this quarter. Expenses were \$120,584. The new truck and Love Insurance were some big payments that were made. There were no adjustments on the cash summary report. There Water & Sewer billing program and the UAN balanced. The Income Tax reports matched and the bank reconciliation was off by .01 cent due to rounding with the OPERS payment. This month we cleaned up the Cemetery Endowment CD mess that the Auditor wanted taken care of. That went fine. The disbursements v encumbrances are where we should be right now and so the budgetary v receipts shows we are also on track. Donna asked if we ever got the Cemetery money from the trust. Jenny said yes.

Motion to approve the Financial Reports by Ben, seconded by Roger. All ayes on vote.

Bills of Resolution:

- Roger asked if the leaf bags will last until the rest of the year. Jenny said that is only a half order, but they aren't planning to buy any more. Linda said they had some left from last year.
- Jenny said we will have one more bill for portapots.
- Linda said it is nice to see the gutter work done on this building.
- Roger asked if they checked around for tires for the freightliner? Linda said yes.

Motion to move the bills of Resolution to Council by Roger Hawkins, seconded by Ben. All ayes on vote.

Legislation:

Linda reviewed the legislation that will be presented at the next Council meeting.

- **2011-50** Ben said we need to leave it tabled.
- **2011-58** A Resolution declaring 10735 Elm St. a public nuisance. This is tabled. Donna said we can leave it tabled until the house is down.
- **2011-76** This is for sharing the cost between residents and the Village to take a tree down in the right of way. Jenny said Michele has done an amended version that must be done verbally at Council. Linda said we need to make sure stump grinding is included as a shared expense. Roger asked if the Service dept cuts down the tree, and the homeowner cuts it up, can the stump grinding still be split? Linda said we can ask Michele. She said we need to check and see if our Service Dept is allowed to cut down a tree. Jenny said our insurance should cover any employee. Donna wanted to make it known that the tree in their yard was cut down without their knowledge.
- **2011-77** The 2012 appropriations. Jenny said we may have to suspend the rules on the second reading so they are in place before Jan. 1st.

- **2011-80** ODOT project by High School. We should suspend the rules and pass this quickly so ODOT can get paperwork going.
- **2011-81** Council Rules. We can discuss the revisions at Council. Then in December we can we can discuss it. It needs to be in place by the beginning of the New Year, though.
- **2011-82** Increase appropriations in Water Operating. Jenny said this is needed for payroll through the end of the year. The increase is justified by the Mantaline payment that came in this month.
- **2011-83** Jenny said we should suspend the rules and pass this so it is in place before the beginning of the year. This is required by the Auditor. It is to be in place by the first pay in January. The new Wastewater Plant Operator is added in.
- **2011-84** 2012 Council meeting calendar. This can go three readings. We did not move the December meeting this time because it is too close to Christmas.
- **2011-85** Authorizing monthly transfers for 2012. Jenny said we can go three readings, but they must be effective before the end of January.

Motion to recommend legislation to Council by Linda, seconded by Ben. All ayes on vote.

Other Discussion:

Which Fund Pays to Buy our Stolen Stuff Back?

Linda said Anthony's funds can't support buying this stuff back, and wondered if the General Fund could either buy the stuff back, or do a transfer or advance. Donna asked how much we are talking. Linda said the concrete saw is about \$900, and we need a few hundred for the rest. Donna said we could just pay the \$1,000 deductible and buy it all new. We don't know if the stuff has been dropped or damaged. Do we have a replacement value on our insurance? We need to look into this.

Paying RAF Remodeling to satisfy insurance company.

Jenny said we ran into a situation with our insurance company. Bob Fathauer submitted an estimate of \$2,420.00. The insurance company sent us a check for \$1420.00 and the boys paid us \$1,000 to cover our deductible. Then the bill was only \$1,165 because he decided to donate his labor. The insurance company said we would have to pay the boys money to the insurance company because it looks bad for us to come out ahead. The boys repaid the insurance company the \$1,420 that they sent us to cover Bob's estimate. Jenny did not want the insurance company to make out ahead due to our donation. Michele said we should have Bob issue us an invoice for the remainder of the estimate. If he later chooses to make a donation to the Village, he can do so, but it can't be tied in with something we have a claim on. Jenny contacted Bob and asked him to submit an invoice for the remainder of the estimate.

New or Other Business:

Linda said we need to remind the Department Heads that the cut off dates for PO's is Dec. 1st. Also, if there are any that could be closed, they should close them. Jenny said we need to have all invoices by the December payment. Donna asked Jenny where we are right now with our OWDA water & sewer payment. Jenny said we are on track, but water funds are pretty scary close.

Motion to adjourn at 7:26 P.M. by Linda, seconded by Ben. All ayes on vote.

Linda Clark, Chair of Finance Committee

Jenny August, Clerk-Treasurer