

FINANCE MEETING MINUTES

July 15th, 2020

Call to Order: The meeting was called to order at 6:00 P.M. by Chair Dave Sluka

Roll Call: Ben Prescott, Dave Sluka, Matt Rosolowski, and Jenny August.

Others: Solicitor Michele Stuck.

Citizens: None

ACCEPTANCE OF MINUTES:

There was no discussion.

- ❖ Motion to accept the July Finance minutes as presented by Ben, seconded by Matt. All voted yes.

FINANCIAL REPORTS:

Jenny said she saw an email from Rich this afternoon saying that the bid opening for Orchard St. is this Friday at 4:00 and he asked Michele if we could possibly get award legislation for this Council meeting. Michele replied to Rich with "Finance is tonight; if they recommend awarding a bid based on your recommendation, and you send a recommendation letter to attach, that should do." Jenny asked the Finance Committee if they want to recommend awarding the bid on Rich's recommendation? Matt asked if Council will have an opportunity to review the bids before the meeting. Michele said Rich plans to have information for us by Monday.

- ❖ Dave Sluka moved that the Finance Committee recommends awarding the Orchard St. bid based on Rich Iafelice's recommendation, with a second from Matt Rosolowski. Dave and Matt voted yes, Ben voted no.

Jenny wanted to let the Finance Committee know of another situation that came about through the water-sewer billing program. Maryann said that whenever someone overpays on their water bill, for example they either pay a big chunk so they don't have to bother with it, or sometimes they "round up" their payment, that overage automatically gets put in the water fund. Eventually, when Maryann does the billing, there is a report that allocates the payment correctly, except any remaining overage stays in water until the overpaid amount is used up. That adjustment has never ever come to Jenny to adjust our fund balances in the UAN. Maryann sent her the adjustments for all of this year, but she could not go into previous years. For this year though, the Water fund was reduced by nearly \$8,000, the Sewer fund was increased by nearly \$7,000, the Water Capital was increased by over \$900, and the Sewer Capital was increased by around \$100. Jenny called Garrettsville to see how they handle it, and they simply do not allow people to overpay their bill. It is an adjustment that Maryann will send Jenny monthly to do. Unfortunately, it is time consuming, but it is important to get those funds accurate. Jenny thinks as we continue to do this we will find some time saving ideas.

Dave asked about the Coronavirus funds that the village received. Jenny said we received \$64,285. We will have a detailed listing of how we can use the money. We can hire a part time person to do just cleaning and sterilizing village properties, we can buy sanitizing supplies and equipment, and maybe a few other things. Jenny said she and the Police Chief didn't think we would use a lot of that money. Jenny personally thinks we should be careful not to just spend on anything we can think of. She thinks we should give as much back as possible because we are in a crisis situation and eventually the schools will need more of this money. Dave asked if we can use it to replace some of the losses we are taking, such as income tax. We cannot.

Today is tax day, so Jenny hopes to report a big tax deposit soon. Jenny asked if anyone had questions on the financial reports.

❖ Motion to forward the Financial Reports to Council by Ben, seconded by Matt. All voted yes.

BILLS OF RESOLUTION:

Dave noted that we had made our large semiannual payment. Jenny said we did make our semiannual payment to OWDA (Ohio Water Development Authority) but OPWC (Ohio Public Works Commission) would not allow a payment because they did not have anyone working in the office. They extended everyone's loan by 6 months, but Jenny thought there may be an option to pay our June payment in December.

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

LEGISLATION:

ORD. 2020-26- This is to amend the 2020 appropriations. Jenny reviewed the need for the increases. There is an increase of \$25,000 in the General fund for the police telephone accounts. There is an increase in Cemetery operating to cover the \$3720 purchase order we are making to track the remaining amount of the Coit Trust after it was closed, we are increasing Sewer Operating so we can continue to pay contractual services, and we are increasing Water Capital to pay for some of our "Needs List" projects.

ORD. 2020-27 This is just to clarify how the monthly water and sewer surcharge is to be collected. The software prorates it daily.

ORD. 2020-28 This is the salt contract with the City of Ravenna including the price.

ORD. 2020-29 These are easements that were filed relating to the Main St. sewer line repairs. They just were not officially accepted by Council.

ORD. 2020-30 This is to allow the Planning Commission and the Board of Zoning Appeals to reduce or waive fees relating to chapter 504.

ORD. 2020-31 This is to amend chapter 610 of the Zoning Ordinances relating to site plan review submittals. This would only affect residential site plan reviews.

DISCUSSIONS:

Chipper

The Service Dept. is getting very frustrated with the chipper. It breaks every time they use it. This is a piece of equipment that is used often, nearly every month. Dave found the one that they need and the cost is \$32,000. The Village Administrator agrees that it is time to make this purchase and we need to be up to safety standards and increase efficiency. We have considered used ones, such as one from Davey Tree, but we really don't want someone's headache. Jenny says we can afford it. We have enough money unappropriated in the General Fund, and possibly the Thompson Trust might contribute since we do so much trimming and chipping at the cemetery. The Finance Committee agreed.

Corona virus money

We discussed most of this already.

NEW OR OTHER BUSINESS: Dave asked if Maryann has completed the Mantaline analysis that we wanted last month. Jenny said she hasn't seen it yet, and wasn't sure if Maryann was even told to do it.

ADJOURNMENT:

Motion to adjourn at 6:29 pm by Ben, seconded by Matt. All ayes on vote.