

FINANCE MEETING MINUTES
December 9th, 2020

Call to Order: The meeting was called to order at 6:00 P.M. by Ben Prescott

Roll Call: Ben Prescott, Matt Rosolowski, Tammy Meyer, and Jenny August.

Others: Solicitor Michele Stuck, Mayor Linda Clark.

Citizens: none

CITIZENS:

No one in attendance to comment.

ACCEPTANCE OF MINUTES:

Tammy said under “discussions” we talked about paying down debt. She wondered if we got any answers about this. Jenny said the county did not seem like they wanted us to do it. It ends up being a wash between two lists.

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

FINANCIAL REPORTS:

Jenny reviewed the financial reports. Tammy asked if we are paying wages from the Cares Act money. Jenny said yes, this last pay and the next two will be paid from Cares Act funds.

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

BILLS OF RESOLUTION:

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

LEGISLATION:

Ben reviewed the legislation.

Ord. 2020-41, Ben said there are many amendments due to the special meeting on Dec. 1.

Res. 2020-42 was not voted down correctly last month, so it is on the agenda again.

Ord. 2020-49 and 50 will have a public hearing just before the Council meeting this month.

Ord. 2020-51 is relating to a quorum with the Historic Landmark Commission.

Ord. 2020-54 is amending the transfer agreement. We should have the surcharge number by the Council meeting next week.

Res. 2020-55 Ben asked why are we applying for a grant for a waterline project when we are getting rid of the plants. Michele said the deadline to apply is Dec. 23, and the owner must apply. She has spoken with Abbey DeHart and OPWC will allow the transfer of this project and associated debt to the county. Jenny asked how she can certify the funds. Michele said this is only an application so she shouldn't have to certify funds.

Res. 2020-56, Matt said the bid from Woodford Excavating for the West Prospect St. Phase 2 project came in really low.

- ❖ Ben asked for a motion to move legislation to Council. Tammy moved, and Ben seconded. All voted yes.

DISCUSSIONS: No discussion topics on the agenda.

NEW OR OTHER BUSINESS:

Jenny said we do have a few employees off work either because of the corona virus, or exposure to it. We are required to pay them without them having to use sick leave. It was not encumbered before the deadline so we can't use the Cares Act money for this. Jenny is setting up a line item in

General Fund so we can track these hours in case we get some relief funds that will cover it. Michele said this is the Emergency Sick Leave Act. It is set up so private industry gets tax refunds for having paid these wages, but because we are tax exempt it does not help us. We just have to eat that cost.

Jenny said as of January she will be changing her hours. She has learned that she is much more productive working evenings and weekend. Starting January, she will work Monday-Friday from 8-12, then two hours in the evenings, and make up the rest over the weekend. She knows there is flexibility with the Chief and Village Administrators schedules. She said this seems to be the most productive. She checked the codified ordinance chapter 135 for the Clerk-Treasurer and there is no requirement stating which hours are to be worked. Ben said to just make sure she keeps her time. Jenny said she has always kept a time card. Matt asked if she will be available between 12-4 if they need to contact her. Jenny said yes, but she will be considering afternoons as her time off. Matt asked if she will be punching a time card. Jenny said nobody does. Jenny said she actually doesn't have to follow the employee handbook because she is an elected official. She has always tracked her time so she can prove she works 40 hours per week to be eligible for health care benefits.

ADJOURNMENT:

Motion to adjourn at 6:25 pm by Tammy, seconded by Ben. All ayes on vote.

Ben Prescott, Finance Chair

Jenny August, Clerk-Treasurer