

FINANCE COMMITTEE – January 31, 2018 – 6:00 p.m.

Attending: Mike Henwood, Jeff White, Jennifer Storey, Sherman Prince, Sue Henwood and visitor James Davis

Report from Jennifer:

Fund Status
Appropriation Status
Revenue Status
Monthly Expenditures Versus Revenue

The transfer switch at the Wastewater was \$5500.00 over amount quoted. \$30,000.00 was for the generator quote.

A Special Council Meeting needs to be called to finalize the budget. At that time, a public hearing for the budget can be held. The permanent budget can then be passed at the March Council meeting.

Overtime hours were discussed. Jessica Sharp helped read water meters this past period. She was paid \$10.00 per hour. Discussion continued that it was felt that this would be to our advantage to pay her this amount instead of having our current employees totaling about \$50.00 per hour. It was then decided that Jessica will continue unless the regular employees have time to do it themselves. We discussed how this should be budgeted. It was determined that her salary could be taken out of sewer and solid waste, as well as water. The amount of overtime was then discussed regarding the Water Department and the Wastewater. Weekends were estimated be about six (6) hours every other weekend for two (2) employees. There has been \$7,000.00 budgeted for each Water and WWTP for overtime.

It has been determined that fifty (50) water meters are not working in the Village. A rough amount of lost income to Water and Wastewater if about \$50,000.00 per year. These will begin to be replaced immediately. A new water tap on Northridge and Sleigh Hill Court has been installed.

According to GGC, the revenue from right of way along State Route 664 should begin by mid summer.

Todd Wesaw has made a donation of \$702.00 to the Swimming Pool and the Park Funds. Each will receive half of that amount.

The insurance reimbursement from the 2017 Straight Line Wind Event was received January of 2018.

The distribution back into our funds are:

General Fund – Park Line Item - Dugout	792.70
General Fund – Tree Line Item – Tree Reimbursement	8,240.00
Street Department – Equipment Use Line Item	2,478.78
Street Department – Miscellaneous Equipment Line Item	562.23
Street Department – Labor Line Item	1,629.70
Water Department – Equipment Use Line Item	1,239.39
Water Department – Labor Line Item	814.85
Sewer Department – Equipment Use Line Item	1,239.39
Sewer Department – Labor Line Item	814.85
Totals:	
Tree Removal	8,240.00
Equipment Use	4,957.56
Dugout	562.23
Miscellaneous Equipment	562.23
Labor	3,259.40
Total Amount:	17,811.89

Report from Jeff:

The GGC Contract retainer agreement will be checked.

The contract with the Fairfield County Sheriff's Office for 2018 is \$86,160.15 (2017 - \$80,735.00). This includes the deputy plus the cruiser. This will be passed at the February Council meeting.

The tap fee owed by Rushcreek Township will be decided at the February Council meeting.

The pool rates were discussed. It was decided that if the Pool Committee fails to remedy this, the Finance Committee will set these at the February Committee meeting.

The grant to Fairfield Foundation was discussed for the Swimming Pool. Neither Jeff nor Jennifer has seen any paperwork regarding this.

The retention schedule for past forms, bills, etc. was discussed. The Ohio Historical Society will be contacted and the paper work completed to shred items not needed any longer.

Report from Mike:

The first pay stubs for the full time employees were incorrect for their benefits. Again, it was checked in the handbook who was supposed to get what. This will be corrected by Jennifer. Discussion regarding compensated time took place. This will be voted by Council at the February meeting. The current amount is twenty four (24) hours and the new amount considered would be forty (40) hours.

Discussion also centered around Ordinance 10-8-12 regarding the Salary Schedule for Elected Officials. This will be discussed at the February Council meeting about the amounts Council members received even though they are not at meetings, even if they have an unexcused absence.

Adjourn: 7:30 p.m. by Sherman Prince

Minutes by: Sue Henwood