

**FINANCIAL PROCESS – March 28, 2018 – 6:00 p.m.**

Attending: Mike Henwood, Jeff White, Jennifer Storey, Sherman Prince, Todd Wesaw and Sue Henwood

Guests: Mary Hoffman and Ron Stevens

Mary spoke about the renovations to Dowling Park. This will be funded from the McClellan Fund in the amount of \$50,000.00 Gary Dutsey will be the project manager. Mary will meet with him on Friday regarding a quote and final draft. The survey will cost approximately \$950.00. She has checked with the County offices about deeds and plats. She will come to the Zoning Committee for permits and the demolition of the fountain.

Ron spoke about the timeline of purchase orders, compensated time instead of overtime and deadlines. It was determined that a five (5) day grace period for denial or acceptance of purchase orders by the clerk should be established. He would like to have a copy of budget and fund balance sheets monthly. The need for equipment and supplies needs to be taken care of in a timely manner.

Jennifer's Report:

Monthly Expenditures Versus Revenues  
Revenue Status Fund  
Appropriation Statue Fund  
Fund Status as of March 28, 2018

25% of the first quarter is on track with Income Tax. Revenue is down about 4%.

Amended certificates from Fairfield County has been filed for:  
Water Department – Water Filter Project - \$202,000.00  
Swimming Pool – Donation from Sally Grimm for new pump - \$6,000.00

Jeff's Report:

Porta Kleen will be picked up on May 1 at Howell Park.

Ohio EPA mandate for Water Department – Asset Management Plan will cost about \$20,000.00. Included in this will be a rate study. This will be managed by (GGC) CT Consultants.

A representative from the Ohio Plan (our insurance company) visited for their four (4) year inspection. Areas on concern that need to be fixed or repaired are:

Playground area at Howell Park –

- \*Not enough mulch and not deep enough – perimeter on north side needs to be six (6) feet bigger.
- \*Chains on swings are rusted – needs new ones
- \*No written inspections in this area in regard to damage of equipment and repair or replacement. Inspection could be done by our Council.

Rutherford Fund Raiser -

Village allowing this project – indemnify the Village regarding insurance and responsibility. Will check back with Village after inspection of their files.

“Open the Books” has asked for records. They have asked to copies of any and all employees for the year 2017. Each employee records should contain the employer name, employer zip code, year of compensation, first name, middle initial, last name, hour date, base salary amount, bonus amount, overtime amount, gross annual wages and position title.

Thursday, April 5 at 10:00 a.m. there will be a bid opening for Water Softener Project at the Water Department.

This Committee will take to the Council meeting on April 09, for the third reading for the Swimming Pool rates. It was determined by the Committee:

The Swimming Pool will open on June 01 and close on July 31, 2018. If funds are depleted before July 31, the pool will close on that date.

Rose Ann Elliott has been chosen after manager interviews and will be paid \$14.00 per hour. The interview committee consisted of Jeff White, Sue Henwood and Tina Johns.

The pool rates are attached that were determined by the Committee.

The pool will open at 12:00 daily and close on Wednesday and Sunday at 6:00, Monday, Tuesday, Thursday, Friday and Saturday close at 7:00.

Pool parties will last two (2) hours. They may begin at 7:00 to 9:00, except Wednesday and Sunday, from 6:00 to 8:00.

The Committee moved into Executive Session to discuss a personnel item. Motion by Sherman Prince and seconded by Todd Wesaw at 8:10 p.m. Vote three (3) yeas. A motion from Sherman Prince and seconded by Todd Wesaw at 8:27 p.m. returned the Committee to regular session. The item discussed has been resolved.

Adjourn: 8:28 p.m. by Sherman Prince  
Minutes by: Sue Henwood

Seconded by: Todd Wesaw  
Next Meeting: April 25, 2018

