

FINANCE COMMITTEE MEETING

July 19, 2018

5:00 p.m.

Members present: Joette Dedden; Chris Colvin

Staff Present: Kitty Crockett, Finance Director; Jamie Morley, Clerk to Council

Guests in attendance: Kimberley Kaan, Dale Kaan, David Stubbs, Gus Edwards (Wayne Township)

1. Mr. Colvin made a motion to excuse Mr. Blankenship and was seconded by Ms. Dedden.

2 Yeas

2. Mr. Colvin made a motion to approve the Finance Committee minutes from the June 21, 2018 meeting as written and was seconded by Ms. Dedden.

2 Yeas

3. The Committee looked at the current Schedule of Fees and the current Certificate of Zoning Compliance to have specific funds that the fee goes into. It was decided this would be a way to show builders/residents where the money goes. For example, new builds impact the storm drains, more blacktop surface creates more runoff. Also, it was discussed to make "All Third-Party Expenses are to be paid by Applicant" more prevalent on the permit application and Schedule of Fees. Ms. Kaan suggested lowering the Zoning Compliance fee and add further fees for areas that are impacted, i.e., traffic impact or storm water maintenance.

- After much discussion, Ms. Morley suggested to keep the zoning compliance fee but charge by square footage and break the fee into specific funds by percentages. Mr. Stubbs suggested \$.10 per square foot.
- The breakout was discussed and suggested as follows:
 - 40% - Storm Sewer
 - 20% - Staff time/Zoning
 - 20% - Sidewalk
 - 20% - Parks and Rec
- Ms. Morley suggested looking at increasing the fees for the zoning map amendment as the current fee barely covers the expenses.
- Mr. Colvin asked if the demolition permit of \$100 covers the expenses. Currently staff must cap off and pull the meter. Mr. Stubbs added that there

is the extra cost of cleaning storm drains due to the debris from demolition finding its way into the storm sewers. It was decided to look further into the cost associated into demolition process.

4. Mr. Colvin made a motion to present to Council a change in the Schedule of Fees for Certificate of Compliance to charge \$.10 per square foot for new builds with the amounts being broken out into certain funds by the following percentage: 40% Storm Sewer, 30% Staff, 20% Parks and Rec, and 10% Sidewalks. This motion was seconded by Ms. Dedden.

2 Yeas

5. Mr. Colvin made a motion to take to Council to increase the fee of the zoning map amendment to a flat fee of \$500 and was seconded by Ms. Dedden.

2 Yeas

6. Ms. Kaan requested that the words "Third Party Expenses are the responsibility of the Applicant" be added to the front of the Schedule of Fees. The phrase also needs to be added to the zoning application.

7. Ms. Kaan stated that Ms. Morley asked how to handle domestic taps and Fire Suppression taps. For example, Cobblestone has a 6" tap with a 2" domestic meter. Would it be considered a 6" tap or 2"? Ms. Kaan stated she had called other municipalities and the standard was to charge the size of the tap. It was decided that the figures on the Ordinance 2018-035 for water meter tap fees are good and should be left as is.

8. At this time the Finance Committee discussed the contributing match of the Village for the Edwards contribution for PY34. Mr. Edwards believed that this year's numbers (PY33) are set and cannot be changed but the grant (PY34) for the next year may be able to be increased. Chief is finding out if that is possible. Mr. Stubbs stated that adding 9% would add about 90K and have the Village contributing 30%, which would add approximately 5 points to the Village's score and move them up a couple slots.

- Ms. Dedden made a motion to present to Council to increase the Village's contribution for PY34 Edwards Road to 30% and was seconded by Mr. Colvin.

2 Yeas

9. Ms. Morley informed the Committee that she was contacted by Mr. Teeters of Wood and Lamping. He informed her that the Magistrate making judgement on the Warren County Water Lawsuit has made a decision and it should be mailed out soon. The court date scheduled for August can be vacated.

10. Ms. Crockett informed the Committee that RITA does not include Creekview Acres as incorporated into the Village limits. RITA has returned income taxes back to the residents that have been paid to the Village. Ms. Crockett will follow up with State Registry and Mr. Forbes.

11. Ms. Crockett informed the Committee that an invoice for Phase II fire hydrants has been mailed to Wayne Township. Further research will be needed to bill for Phase I. At this point, Mr. Edwards of Wayne Township questioned the invoice he received from the Village for reimbursement for fire hydrants on Phase II. He wanted to express his disappointment that the Township was not informed about the scope of work on Phase II being changed and the number of fire hydrants being added. He suggested that the invoice for Phase II include Phase I.
 - Ms. Dedden made a motion that the invoice for fire hydrants for Phase II be amended to include Phase I and Phase II and was seconded by Mr. Colvin.

2 Yeas

9. Ms. Dedden made a motion to adjourn at 6:47 PM and was seconded by Mr. Colvin.