

FINANCE COMMITTEE MEETING

August 23, 2018

5:00 p.m.

Members present: Joette Dedden; Chris Colvin, Brian Blankenship

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

Guests in attendance: Kimberley Kaan, Dale Kaan, David Stubbs, Zach Gallagher

1. Mr. Colvin made a motion to strike the sentence "furthermore, he asked for forgiveness" in section 11 from the July 19, 2018 meeting and was seconded by Ms. Dedden

3 Yeas

2. Mr. Colvin made a motion to approve the Finance Committee minutes as amended from the July 19, 2018 meeting and was seconded by Ms. Dedden.

3 Yeas

3. Ms. Dedden stated that she spoke with the Village Manager about increasing the Village's contribution for the PY 33 Grant, but the deadline has passed. She also stated that Chief highly recommends increasing the amount the Village contributes for future PY Grants.
4. Ms. Dedden asked Ms. Morley if the way the sewer deduct credits had changed with the new billing system. Ms. Morley explained that the way the credit is handled has not changed, however the deducts are now only read twice a year. She further explained that sometimes accounts must manually be given credit if the sewer deduct amount used is more than minimum sewer charge.
5. Chief emailed Ms. Dedden and explained that staff still needs the dumpster at Sawyer until staff moves everything to the new building. Ms. Dedden requested legislation be presented to Council to cancel current dumpster contract and enter into a new contract for the new maintenance building.
6. Ms. Kaan stated that there are several employees that are having issues having medical claims being paid out by OPEC from 2017. It was suggested that Kitty call

the administrator of OPEC and see if she can find out why the claims are not being paid. If that does not work, then have Chief talk with the law director.

7. 2019 insurance – Ms. Dedden asked Ms. Crockett to contact Jim Hough of Wade Insurance to get a proposal for next year. The current insurance appears to be working well for the employees. Ms. Crockett stated that only \$1,300 has been used from the HRA account. Mr. Colvin also wanted to ensure that there are no changes in the law that would affect the insurance the Village currently offered.
8. Ms. Morley explained that the County measured the master meters and one was at 96.5% accuracy and the other was 100%. It was suggested that the Warren County may have been billed about \$500 short over a 6-month period. The water agreement states that Warren County is to have the meters certified every 6 months. As far as the County being underbilled, Mr. Stubbs said the engineering and threshold of error should be considered. He would have to look up the tolerance and will follow up with the Committee.
9. Ms. Dedden stated she would like to present to Council an amendment for 2018-035 to address Fire Services. Ms. Kaan said that most municipalities charge for the domestic service connection fee and the fire service line is only charged for the actual cost of equipment. Common practice is to set up two accounts; an account for the fire service and an account for domestic. Other municipalities also will charge for an availability fee for fire services and in their code it states that if the usage changes than the owner is responsible for the tap fee.
10. Mr. Stubbs said that Mr. Edwards of Wayne Township had emailed him and asked if the Village would still require a change order for the fire service to be metered. Ms. Kaan stated that the water plans were never submitted to the Village, therefore there could not be a change order on plans that were never approved.
11. Ms. Dedden made a motion to recommend to Council to amend Ordinance 2018-035 section 1 by striking “purpose” and adding “service connections” and also adding under 8” connection add the verbiage “connection for fire service will be metered in a vault or pit to the flow of the pipe. All costs for the fire service connection will be the responsibility of the property owner” and was seconded by Mr. Blankenship.

12. Ms. Crockett explained that the new online credit card payments for water bills made the bank reconciliation a little more difficult. She worked with Ms. Morley and they have figured how to make it easier for next month.
13. Ms. Crockett informed the Committee that she is working with RITA and County to make sure they have Creekview Acres as part of the Village and will collect income tax from those residents. She will also ask RITA to go after back taxes for the residents living in Creekview Acres. She will also check to see if money made for selling lots should have been taxed. Ms. Dedden asked if the Lemay property that was annexed is recognized by RITA as Village property. Ms. Crockett said she would investigate it.
14. Water rates for 2019. Ms. Crockett said that the revenue for water for 2018 so far is \$318,000. Water Capital through the end of July is \$192,000. Expenditures through July 2018 is \$188,000 and the water capital is \$470,000. About \$350,000 is for the new meter changeout program. Ms. Kaan figured last year for operating costs and transferring a small amount to the water capital fund, the water rate should be \$2.39. Looking at this year's numbers, the cost should be \$3.54 per 1,000. If you combine capital revenue with the commodity revenue, retail users are paying on average, \$5.73 per 1,000 when you add in the capital fee, loan fee and the usage fee. The bulk water is now paying about the same with the price increase. County is only paying \$2.32; paying \$1.22 less than the cost of water. Village residents use 58% and paying 71% of the expense. The County is using 26.9% and paying 13.3%. Water Haulers are using and paying around 16%. Ms. Kaan and Ms. Dedden suggested revisiting this at the next meeting and come to a decision about water rates for 2019.
15. Ms. Dedden stated that the law director's contract will be revisited at the next meeting. The latest total for Wood and Lamping litigation fees for the Warren County water dispute is \$25,270.
16. The Committee adjourned at 6:31 PM.