

## FINANCE COMMITTEE MEETING

April 18, 2019

3:05 p.m.

Members present: Joette Dedden, Brian Blankenship, Chris Colvin

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

Guests in attendance: Kimberley Kaan, Dale Kaan

1. Mr. Colvin made a motion to approve the Finance Committee minutes for March 21, 2019 and was seconded by Mr. Blankenship.

3 Yeas

2. Ms. Morley was to follow up with Warren County on finding out why they had paid an overage on their last payment and if it was for the time period the low flow meter was out of calibration in 2017.

3. Follow up for Ms. Crockett to check into cash back credit cards to pay bills.

4. Ms. Crockett suggested a working Session of Council to go over the basics of fund accounting and Ms. Dedden recommended that this become a yearly Council meeting. It was discussed that having this meeting in May or June would be best because the budget is prepared in June by the Finance Director and Council passes it in July. This would allow for a better understanding of the process.

- Ms. Dedden made a motion to have a working session in place of the Finance meeting on May 23, 2019 at 6:00pm to go over the procedure of funds with Finance Director and was seconded by Mr. Colvin.

3 Yeas

5. Ms. Kaan reminded the Committee that while the Village was in Fiscal Emergency, it was a conflict of interest for the Auditor to conduct the audit. The Village had to use an independent auditor that cost the Village quite a bit more money and the auditors were at the Village for about 6 weeks. Sometime during this audit staff asked about an Agreed upon Procedures and the auditors stated that the Village finances were in such a bad state, the Village would be lucky to be able to have the State Auditor audit the Village again. Ms. Kaan wanted to state how great the work the staff has done to go from fiscal emergency to two independent audits and then

straight to Agreed Upon Procedures. Agreed Upon Procedures is a short audit or a "baby audit." This is a great job and saved the Village money.

6. Capacity Tap Fees: Ms. Kaan explained she has reconciled data from Warren County using the Carter Lytle payment reconciliation and building permits pulled at the County and has found 30/31 unpaid tap fees 1999 till present that the Village has not been paid for. Ms. Kaan is unsure about 1 tap fee because the address for Wilmington Water Service is where the Western Water connection is. Tap fees were paid because a building permit will not be issued until the water tap is paid. There is a question about lawn sprinkler because Warren County did not collect a tap fee. However, in the past conversations Ms. Kaan had with the law director, the contract says, "cause the fee to be collected." Warren County has not asked for Waynesville to waive any of the tap fees. Ms. Morley will contact Mr. Forbes and see how he suggests proceeding with this information and suggest he lets Warren County know that paying these unpaid tap fees is a good way to help repair the relationship between the Village and County. The Village can entertain the idea to waive tap fees when Warren County waived them, but the Village should have been given the option when it was originally waived.
7. Ms. Dedden made a motion to adjourn at 3:45 pm and Mr. Colvin seconded the motion.

3 Yeas