

FINANCE COMMITTEE MEETING

June 20, 2019

5:00 p.m.

Members present: Joette Dedden, Brian Blankenship

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

Guests in attendance: Kimberley Kaan, Dale Kaan

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

2 Yeas

2. Mr. Blankenship made a motion to approve the Finance Committee minutes for April 18, 2019 as written and was seconded by Ms. Dedden.

2 Yeas

3. Finance Directors Report:

- May bank reconciliation has been provided and is balanced. Adjusting factors were explained in the notes.
- Ms. Dedden asked about the payment to Hylant Insurance and wanted to make sure that was a yearly payment and not monthly. Ms. Crockett explained that it was the yearly premium.
- Ms. Dedden asked why the trash fund, 5601, was negative on the appropriation sheet. Ms. Crockett explained that the report being looked at is a cash report and that the amount they appropriated was based on the anticipated revenue that the Village will take in over the whole year. The whole amount has not been collected yet and that is why it shows a negative.

4. Trash Fund: Ms. Crockett said that as of May the trash pick-up fund has collected 86K in revenue with an anticipated 205K for the year collected in revenue. So far, the Village has spent 82K out of the fund. There is about 60K that is not appropriated, the Village appropriated 230K.

5. Fee Schedule: Currently Village Residents pay \$15.30 a month. Council just approved a new 3-year addendum with Rumpke, the trash rate Rumpke charges the Village went from \$14.30 to \$15.15 a month effective June 1, 2019 and will increase yearly for the next 2 years. The extra amount collected is to cover people not paying the bill and administrative fees. The Village needs to update the schedule of fees to accommodate the price increase. After much discussion the Committee presented the following motion:

Ms. Dedden made a motion and was seconded by Mr. Blankenship to present legislation to Council to amend the Schedule of Fees to strike what is currently under the Trash Pick-up in Schedule C and add the new rate as follows:

- \$15.80 effective August 17, 2019
- \$16.00 effective May 17, 2020
- \$16.50 effective May 17, 2021

2 Years

6. Update on Warren County Capacity Tap Fees: 30/31 unpaid tap fees 1999 till present that the Village has not been paid for. Currently waiting to hear from law director on how to handle this.
7. Third Party Fees: The Committee directed staff to invoice for Third-Party of expenses as the Village receives them.
8. Mayor's Court: Ms. Kaan pointed out that currently Mayor's Court does not have a license forfeiture fee. It is a common fee and most Mayor's Court have this fee due to the extra paperwork staff must do. The current Village of Waynesville Magistrate will impose a fine and then suspend it if certain stipulations are met. This creates a bookkeeper's nightmare. The fine is put on the books and then taken off if the stipulation is met. Unfortunately, this is a common occurrence with current magistrate with little consideration that this may cause an unnecessary burden on staff. Currently, the magistrate is responsible for sending cases to the Attorney General Collections case by case basis. Most other courts there is an automatic process that stipulate what cases are to be sent to collections, such as if you miss your payments for two months. The magistrate is the one who sets the policy. Mayor's Court should pay for itself, but currently the Village loses money. The Police Levy should not have to supplement Mayor's Court. Ms. Dedden will follow up with

Mayor's Court Clerk on fees she feels should be imposed like the license forfeiture fee.

9. Ms. Morley stated that the Finance Committee should look at the tower fees and how it is worded in the Codes. May need to reword the tower fee definition as it references the Warren County contract or look at a participation fee instead.
10. Mr. Blankenship stated he would not be at the next Finance Meeting on July 18, 2019 and asked the Committee to consider excusing him.
11. Mr. Blankenship made a motion to adjourn at 6:04 pm and Ms. Dedden seconded the motion.

2 Yeas