

## FINANCE COMMITTEE MEETING

January 24, 2019

5:04 p.m.

Members present: Joette Dedden, Brian Blankenship, Chris Colvin (arrived late)

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

Guests in attendance: Dale Kaan, Kimberley Kaan, Dave Stubbs

1. Mr. Blankenship nominated Ms. Dedden for Finance Chair and was seconded by Ms. Dedden.

2 Yeas

2. Mr. Blankenship made a motion to approve the Finance Committee minutes as corrected for the December 20<sup>th</sup>, 2018 meeting and was seconded by Ms. Dedden.

2 Yeas

3. Ms. Crockett informed the Committee on the balance on the two loans the Village currently carries. 1) Development of Well Field, 10 years left and a balance of \$197,627.16 2) Ferry Tower, 6 years left and a balance of \$109,364.84. Ms. Crockett will check into the possibility of refinancing to get a better rate or paying off the loans early.

4. At this time, Ms. Crockett went over the temporary appropriations to show the Committee what funds would be used to have 300K set aside for repaving streets. Ms. Crockett stated that there is 2 million unappropriated and feels confident that 300K for streets will not be burdensome. Ms. Kaan said that the Finance Committee in the past wanted to have 1 year of operating expenses saved. It was figured that it would be about 150K per mile. The plan is to repave 2 streets this summer. Mr. Stubbs suggested to have 25-30% in reserves for the repaving project as the unknown of what else will need to be repaired, such as curbing or storm drains. The Committee suggested repaving Preston as one of the streets and ask Chief for his recommendations on the other street and then refer to Public Works Committee to get their input. The Finance Committee has ensured the funding is there.

5. Ms. Kaan stated the water tower on Ferry will need to be cleaned and painted and wanted Ms. Crockett to take this into consideration when doing the final appropriations. It will probably cost the Village between 250-300K. While the tower

is being repaired, the Village will have to purchase water off Warren County. It is best if a PRV is installed to counteract the pressure difference. In the past staff has opened fire hydrants to counteract the pressure. The PVR will cost about 100K.

6. Ms. Crockett asked the Finance Committee if they want to consider moving money from water operating to the water capital, they would want to do this at the next meeting.
7. The committee reviewed Schedule C of the Schedule of Fees. It was discussed whether to start charging a meter installation fee and water line inspection fee. It was also decided to strike the line "within improvement areas" from the tower fee. Now, any water connection into the Village's water system would pay the tower fee.
  - o Mr. Blankenship made the motion to make the following changes to schedule C in the Schedule of fees:
    - To strike "and Sanitary Sewer"
    - Strike "and installation fee" from line 3
    - Add a line 4 for a line inspection fee of \$150
    - Add line 5 Meter inspection fee of \$150
    - Strike (within Improvement Areas) from Tower Fee and add "all new connections"
    - Remove Carter-Lytle Extension Fee

The motion was seconded by Mr. Colvin.

3 Yeas

8. Next on the agenda was to discuss the Schedule of D of the Schedule of Fees. Ms. Dedden stated that our code says there will be a fire availability fee and currently the Schedule of Fees does not address this. Ms. Dedden suggested to delete all the current schedule D and have a monthly flat fire availability fee of \$20. Ms. Kaan and Mr. Stubbs said they think it should be based on line size. Staff would have to investigate and find out what size line each property has and find out if the sprinklers are before or after the meter. Mr. Colvin asked why this was necessary and Mr. Stubbs explained that the larger the pipe the more risk and degradation the Village is responsible for maintaining. Tapping the pipe weakens it and this is where breaks usually occur. Furthermore, fire service lines are not paying into capital and the Village has to maintain them up to the meter. The Fire Availability fee is like an

insurance policy for future breaks. Ms. Dedden suggested the Finance Committee revisit this after they critique the amount to be charged for the size of connection.

9. The Committee also looked at increasing the service pay rates for special events personnel that was established in Ordinance 2017-010. Ms. Kaan thought the best way to do this would be to update the rates and ranges and state that this supersedes any other ordinances. Ms. Dedden would also like to have the rates added to the Schedule of Fees, which was determined to be administrative and did not need Council intervention.

- Ms. Dedden made a motion to present to Council an updated employee pay rates and ranges to supersede Ordinance 2017-010 by adding under police department special event reimbursement fee \$60 per hour and under Public Works special events reimbursement fee \$50 per hour and was seconded by Mr. Blankenship.

3 Yeas

10. Mr. Blankenship made a motion to adjourn at 6:55 pm.