



Finance Committee
Tuesday, August 17, 2021 - 5:00 PM
MINUTES

1. Call to Order

Committee Chair Benjamin Lee called the Finance Committee meeting for August 17, 2021 to order at 5:02 pm

Members Present - Ben Lee, Mayor Chip Dutcher, Cheryl Robertson
Absent - None

Staff present - Jim Lenner, Jack Liggett, Chief Haroon, Marvin Block, Bailey Klimchak, Teresa Monroe.

Public present - None

2. Action on Minutes

a. July 20, 2021

ACTION: Mayor Dutcher moved to Approve; Cheryl Robertson seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

3. Finance Director Reports

a. Bank to Book July 2021

b. Director Report

Finance Director provided spreadsheet to Mr. Lee which was shared. Discussion on ARP funds and items shown that could be budgetary items for 2022 and what could be revenue replacement. Mr. Lee to send the spreadsheet to balance of the committee.

c. Financial Report

Discussion on bonded project status. Mr. Lee said some of the projects as they were

2021 Committee Goals

1. Multi-year CIP Plan; Manager to provide quarterly
2. Get Budget Stabilization Fund back to \$500,000
3. Keep water sewer & rate increase to less than five percent
4. Meet annual budget deadlines

bonded have changed or split off; it would be helpful from a finance perspective going into 2022 budget year to understand where we are actualizing, not necessarily by project but relative to the bucket that those monies can be spent in terms of how they were bonded. Mr. Lenner said spreadsheet shown can be cleaned up to be accurate in terms of projects.

4. Local Government Distribution

a. Distribution

Jim Lenner said the Local Government Fund can only be changed by a unanimous vote of three; the County Commissioners, the City of Newark, and the rest of the townships and villages combined, fifty-one percent have to vote in favor. Mr. Lenner and Finance Director Ms. Steffan have formally asked the Budget Commission to reconsider the formula used even though they do not know how they came to that formula. Mr. Lenner said Mike Smith (Licking County Auditor) and Brad Cottrell (Deputy Auditor) are in agreement but they don't have a vote so Mike Smith pitched to the Commissioners to utilize some of the Commissioners revenue they get from the local fund and redistribute base on population to the villages and townships, it would not change the formula, it would just put more money in pockets. Jim Lenner reviewed spreadsheet with scenarios and said he will check in with Mike Smith in a couple weeks to see how internal talks are going.

5. Trauma Kits/AEDs

Chief Haroon said five trauma kits were donated to the Police Department and since then the same company has said they will be donating twelve AED's to the village. Thirteen trauma kits have been ordered and distributed to the Service Department for village vehicles. Additional CPR training for Service employees is scheduled for September 8, 2021. Donations given by Hazmat Ohio.

6. Fireworks 2022 - Prelim Update

Mr. Lee said next year they will need to budget for the full fireworks program; conversations happening in Events Committee on fundraising for a fifteen thousand dollar goal to have a ten thousand dollar show with a five thousand dollar rollover from year to year. Firework show cost estimate is \$6,000 and local band to perform will likely be around \$400.

7. Hartford Waterline

Jim Lenner provided his analysis for running a water line to Croton; showed a map of the corridor, said there are about two hundred addresses, one hundred sixty eight residential, thirty commercial and it is not known how many of those would actually hook on. Mr. Lenner reviewed a breakdown of his cost assumptions; construction total \$15,993,960 and \$1,879,290 soft cost total, added that he stands firm that we do not spend a dime of our own money. Marvin Block asked where the Commissioners are getting the money, Mr. Lenner said ARP funds. Discussion on how the process would work, capacity and plant expansion, potential HB 168 funds for taps.

8. Impact Fees Discussion

Mr. Lenner said we would hire a company similar to the way we did the Design Standards or the tap and capacity fee study and then we would have a legally defensible document and we can show our planned infrastructure improvements and show where there are problems; then a dollar amount can be charged for each specific area of need and

collected for that specific purpose.

Cheryl Robertson said she thinks this is something we should really consider because we are going to get hit with developers as everything comes out this way and she would rather be ahead of the game and now is a good time to proceed with a project like this and should move forward. Ben Lee said we have updated a lot of our foundational documents in the last several years and impact fees are something they have talked about as long as he has been on council but not necessarily enacted any mechanism to do anything about it; understanding that Pataskala has a baseline, we can put out an RFP, he is all for it and should definitely look at for the 2022 budget cycle.

Jim Lenner said we are probably looking at eight months depending on how much we want looked at; also these fees will only affect new builds and it is just a onetime fee. Ms. Robertson said when she thinks of a development, she thinks of the increase on the roads and taking care of street lighting. Jim Lenner said other things to think about as we will be a city are, stormwater management requirements and a stormwater utility, another utility that would go on peoples bills, also a possibility for a lighting utility. Marvin said roads could be covered under HOA also; some discussion.

Cheryl Robertson said she would like to move forward with a study. Discussion on RFP timeline.

ACTION:	Cheryl Robertson moved to proceed with getting an RFP for impact fees for new developments; Chip Dutcher seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES:	None
ABSTAIN:	None

Passed 3 - 0

9. Explore Licking County Ad

Mayor Dutcher said ARP funds can be used for an ad in Explore Licking County 2022 Travel magazine; he would like to do the full page and let them design it, cost around \$2,200, Mr. Lenner said maybe round up to \$3,000 to allow for a contract between ELC and us. Thirty thousand copies get distributed.

ACTION:	Ben Lee moved to go forward with \$3,000 for the Explore Licking County ad out of the ARP fund; Cheryl Robertson seconded and all were in favor.
AYES:	Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None
ABSTAIN: None

Passed 3 - 0

10. Generator @ Admin Bldg and Lift Station #1 - Quotes

Met with electric contractor; waiting on quotes to be returned.

11. Intellinetics cost quote for Zoning file scanning

Quote included with the packet. Ben Lee asked if this was something that could be looked at for 2022; Bailey Klimchak said yes. Further discussion on the quote, it was noted it was only good for thirty days.

ACTION: Chip Dutcher moved to contract with Intellinetics for scanning the Planning and Zoning documents; Cheryl Robertson seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

12. Software Solutions Discussion

Discussion pushed to September but may need to be a 2022 budget discussion item.

13. JPD ARP - Portable Radio Consideration

a. Agenda Report

Chief Haroon's report/quote attached; noted this could be paid with ARP funds. This quote would cover seventeen units and cover all patrol, admin, auxiliary and dispatch. The promotion is good to the end of August and would save \$12,000 a year.

ACTION: Cheryl Robertson moved to go ahead with the portable radios from the ARP funds; Chip Dutcher seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

14. Discussion on Holding Facility at the Police Dept.

Discussion pushed to September.

15. Other Business

1. Jim Lenner said they found the truck that lost the tire that hit his village vehicle; their insurance will pay for the repairs.

16. Adjourn

ACTION: Ben Lee moved to Adjourn; Cheryl Robertson seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

Meeting adjourned at 6:28 pm