



Finance Committee Meeting
Tuesday, February 6, 2024 - 5:00 PM
AGENDA

1. Call to Order
2. Action on Minutes
 - a. January 16, 2024
3. Financial Compliance Update - Dave Delande
4. Credit Card policy
5. Travel & Auto policy
6. Assistant Finance position
7. Other Business
8. Adjourn



Finance Committee
Tuesday, January 16, 2024 - 5:00 PM
MINUTES

1. Call to Order

Donald Barnard called the Finance Committee meeting for January 16, 2024 to order at 5:06 pm

Members Present - Don Barnard, Bob Orsini, Jeff Barr
Absent - None

Staff present - Sean Staneart, Dave Delande, Jack Liggett, Rusty Smart, Tiffany Hollis, Dave Selan, Teresa Monroe.

Public present - None

2. Election of Chair

ACTION: Bob Orsini moved to nominate Don Barnard for chair; Jeff Barr seconded and all were in favor

AYES: Donald Barnard, Bob Orsini, Jeff Barr

NOES: None

ABSTAIN: None

Passed 3 - 0

3. Financial Compliance - Dave Delande

Dave Delande said he met with Bonefish Systems, which is an automated compliance system for accounts payable. They are linked with various state and federal agencies, they check if vendors being paid are legitimate through the state and federal levels and have real-time authentication. The cost is \$5,800 for a one year contract, \$5,500 for a three year and \$5,300 for five years. He said he would like to try it for at least one year, he thinks it would be beneficial for the city. Discussion on the volume of phishing scams happening right now. Mr. Delande said he is currently working on some internal policies for ACH, they would also assist with these. It was asked if they had an insurance program, if they say something is good and it ends up not being so, Mr. Delande said he would check but he doubts that they do, may be covered through city policy. Review of other municipalities and school systems that use them. It was asked if due diligence had been done to check any other companies, for better rate or insurance. Mr. Delande said he met with a couple when he was at the seminar, he does not think any of them will have insurance, we would have to cover insurance on our own, he will double check what the limitations are in the city policy. Discussion on current internal practices. Sean Staneart said he thinks this has value and is willing to give it a try, can be assessed after a year. Mr. Barr asked how this would be funded since it was not budgeted, Mr. Delande said there may be enough in finance under professional services. Mr. Staneart said this would cover all departments. Mr. Delande to check on a couple questions asked and report back.

4. Water & Sewer Ordinance Review

A review of bulk sewer rates has been done, current rate is five cents per gallon or fifty

dollars per thousand. Jack Liggett has been checking local rates, he said we compete with Newark and Delaware for accepting bulk sewage. Mr. Liggett reviewed types of sewage accepted in the surrounding areas and their rates. Discussion on some advantages of a hauler using Johnstown, such as being able to dump 24/7 with a swipe card and no other fees. Mr. Liggett added that the card machine is at its exhausted life right now, they just put \$12,000 into it two months ago to keep it running, they will require a new septage receiving station at the new plant. Mr. Barnard added that the residents' rate goes up five percent every year and this has not been increased in eighteen years. After discussion, committee in favor of increasing the rate to six and a half cents per gallon, or sixty-five dollars per thousand and a sixty/thirty split between sewer operation and debt, sixty percent to operation and thirty percent to sewer debt service for the future plant. Discussion on the renegotiation of the New Day bulk sewer contract, background given on the New Day sewer line, decision to remove the New Day bulk sewer sales from the ordinances.

5. License Tax Levy - ORC Section 4504.173

Mr. Barnard said the city is authorized to charge an additional \$5.00 tax on vehicle registration renewals. The city currently collects two of four permitted taxes, the county collects one and there is one additional. Discussion on potential revenue and what the money could be used for. Committee decision to wait on enacting this tax, there was no political will to push this in the current climate, committee will not recommend perusing this year.

6. Income Tax Update - 2023 review

Mr. Delande provided a review of income tax collection for 2023. Discussion on potential revenue from construction jobs coming that the city will either collect one percent from or two percent from depending on passage of the income tax levy. Mr. Staneart said there is a great opportunity to take the taxation off the residents and put it on to the workforce coming here. Discussion on General/Capital/Debt Fund balances, funds already obligated, and what minor road improvement projects could be done with the amount that is left, or with county funds for the area. Discussion on the condition of the concrete brick sidewalk crossings at SR 62/37 and the general improvement of the intersection as well as other project options and a desire to show that something is being done this year. Mr. Barr asked Mr. Staneart and Mr. Liggett to review funds and provide a recommendation.

7. Other Business

The cost of service department personnel making two trips to turn on and off water for those who end up on the shutoff list outweighs what the city currently charges.

ACTION: Donald Barnard moved to increase the water shutoff fee from \$25 to \$50;
Bob Orsini seconded and the vote was as follows:
AYES: Donald Barnard, Bob Orsini, Jeff Barr
NOES: None
ABSTAIN: None

Passed 3 – 0 Recommendation referred to full council.

8. Adjourn

With no further business Mr. Barnard moved to adjourn, Mr. Orsini seconded and all were in favor. Passed 3-0

Meeting adjourned at 6:30 pm