



Finance Committee
Tuesday, October 20, 2020 - 5:00 PM
MINUTES

1. Call to Order

Committee Chair Benjamin Lee called the Finance Committee meeting for October 20, 2020 to order at 5:02 pm

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

Staff present - Jim Lenner, Dana Steffan, Jack Liggett, Chief Haroon, Marvin Block, Bailey Klimchak, Mike Gutridge, Jim Blair, Teresa Monroe

Public present - None

2. Approval of Minutes

ACTION: Cheryl Robertson moved to Approve all three finance minutes as a whole; Chip Dutcher seconded and all were in favor.

AYES: None

NOES: None

ABSTAIN: None

Passed 3 - 0

- a. September 15, 2020
- b. Special Finance September 22, 2020
- c. Special Finance October 13, 2020

3. Finance Director Report / Bank-to-Book Reconciliation

a. Finance Director Report

No callouts from the bank-to-book report. Dana Steffan said nothing new or noteworthy in the Director report. Ben Lee noted revenue continuing to pick up, only down three to four percent from last year. Johnstown CIC is awaiting certification from the Secretary of State for the 501(c)(3) designation before the bank account can be set up; Dana will call to follow up on the status. Discussion on dollar amount that should be budgeted for CIC. Design Regulations may bridge into 2021, approximately half of the money budgeted has been spent, money not spent will be carried over to 2021 budget.

4. Review / Approval of Community Cares Applications - Mayor and Staff Recommendations

Update provided by Mayor Dutcher on applications received to date. \$29,700 approved for

first round of applications, recipients were FitZone11, Johnstown Fire Department Association, Historical Society, Children's Conservation League and Cornell School; discussion on other groups to approach for submission.

5. CARES Act Funding Round 3 Budget

Discussion on utilizing CARES Act funds to ensure all money granted is used.

a. CARES Act Tracker

Review of line items budgeted and additional requests of Department Directors. Jack Liggett to investigate pricing on rain gear and waders for his departments; Chief Haroon requested additional rain coats. Dana Steffan said it may be a good idea to purchase another drink vending machine for outside the Council chambers as we no longer have one; a lot of seniors and visitors used those machines; estimate \$4,000.00.

ACTION: Chip Dutcher moved to procure the soda machine and place it out front, spending up to \$4000.00; Benjamin Lee seconded and all were in favor.
AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 3 - 0

ACTION: Chip Dutcher moved to spend up to \$6000.00 on various uniform and equipment for the Service and Police Departments; Cheryl Robertson seconded and all were in favor.
AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson
NOES: None
ABSTAIN: None

Passed 3 - 0

Jim Lenner added that the initial design for the Admin office rehab has been received and will be going forward with a design.

6. Continued Review 2021 Budget (Pick up where left off - PD Operating Expenses)

Continued discussion on operating supply line items for the Police Department currently at a deficit. Decision to leave the negative number and review after carry over is known in the new year.

Continued review of budget line items; edits as necessary to version three.

7. Other Business

Special Finance Committee meeting called for October 27, 2020 at 5:00 pm to finish line item discussions for budget 2021.

8. Adjourn

ACTION: Cheryl Robertson moved to Adjourn; Chip Dutcher 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 p.m.

