



Finance Committee Meeting  
Tuesday, August 19, 2025 - 5:30 PM  
AGENDA

1. Call to Order/Roll Call
2. Action on Minutes
  - a. June 17, 2025
3. Finance Update
4. Appropriation for Informational Signage
5. PD Sergeant discussion
6. Other Business
7. Adjourn



Finance Committee  
Tuesday, June 17, 2025 - 5:30 PM  
MINUTES

1. Call to Order/Roll Call

Committee Chair Donald Barnard called the Finance Committee meeting for June 17, 2025 to order at 5:35 pm

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

Staff present - Sean Stanearth, Dave Delande, Jack Liggett, Teresa Monroe.

Public present - Nick Hubbell

2. Action on Minutes

- a. January 21, 2025
- b. February 18, 2025

**ACTION:** Bob Orsini moved to approve January 21, 2025 and February 18, 2025 minutes en bloc; Donald Barnard seconded and all were in favor.

**AYES:** Donald Barnard, Bob Orsini, Jeff Barr

**NOES:** None

**ABSTAIN:** None

**Passed 3 - 0**

- c. March 18, 2025

**ACTION:** Bob Orsini moved to approve March 18, 2025 minutes as written; Donald Barnard seconded and the vote was as follows:

**AYES:** Donald Barnard, Bob Orsini

**NOES:** None

**ABSTAIN:** Jeff Barr; absence

**Passed 2 - 0**

3. Police Sergeant

Sean Stanearth said that at the beginning of the year they looked at hiring two additional police officers. The Police Chief has requested that one of those additional hires not be specifically an officer position, but an administrative Sergeant position. Mr. Stanearth said this would be an increase in the cost; for this year it would be within the police budget because the year is short. Mayor Barnard said one of the problems Chief said he is encountering is that when he is not here, on weekends, there is a whole shift that does not have supervision and there needs to be supervision. Sean Stanearth said before drafting the position description for Administrative Sergeant, he wanted to bring this to finance committee, and that originally it was two officers, now it is hiring an officer and hiring an Administrative Sergeant. Bob Orsini said the way he sees it, if Chief can manage it within his budget, fine, if the manager is ok with it, but to be cautious to assume that stacking bodies in will allow for the budget to automatically increase, because it may not. Mr. Stanearth said he spoke to the Chief about that and he said he feels his budget will be

appropriate and has wiggle room. Jeff Barr asked what the ratio of Sergeants to officers is. Mr. Stanearth said we have two Sergeants currently and six officers. Mr. Barr said he is ok with it but would really like to hear some explanation as to why this is needed, this is the same question he had when it came to the Deputy Chief request, additionally, they have previously talked about how they don't have enough officers. He said someone is going to have to validate that there is so much administrative work that another administrative person is needed. Some further discussion and questions that Mr. Stanearth said Chief would need to answer. Mr. Stanearth said his question to the Chief was is this going to provide additional coverage, as if we were hiring an additional officer, because that was the original intent at the beginning of the year; he said Chief said yes. Mr. Stanearth said Chief would like a Sergeant for each shift, the Administrative Sergeant would be more during the day, and that Chief Smart would have to explain that further. Next steps if in favor would be to draft and adopt a job description, however the committee has some questions that need to be further explained by the Police Chief.

4. Council salary discussion

City council member pay is currently at \$100 per meeting. Bob Orsini said he is not really interested in the money, no body really is, but at some point, there has to be some type of leveling off for the time spent. Discussion on the positive impact raising the salary might have on getting more candidates interested in running. Jeff Barr said if they don't continue to stay on top of this and keep "kicking the can down the curb", sooner or later the \$100 has to go to \$500, and by not gradually increasing it over time, they hang a future council. Mr. Barr said this will cost less than \$18,000 per year. After the salary study was completed, Mr. Stanearth said the average council salary for municipalities of our size was a range between \$4,200 and \$7,500 annually, or \$175 to \$300 per meeting. Mr. Barr said he would be in favor of increasing to \$200 per meeting or \$4,800 per year; Mr. Orsini said he could get behind that. The Mayor position pays \$500 per month or \$6,000 per year, no matter how many meetings. Mr. Orsini said that if anybody is going to get busier, it will be the Mayor role. Discussion on increasing to \$750 per month; Ms. Monroe said according to the salary survey, that is half of what any other mayor makes in a city with a weak mayor system. Further discussion resulted in the conclusion to increase the mayor salary to \$800 per month, there are four council seats up for election at the end of the year, elected members will come in at the new pay rate. The mayor term ends this year and whoever is elected will come in at the new pay rate. Committee will bring up their recommendations to greater council tonight.

5. Other Business

1. Jack Liggett said that the city typically reviews tap and capacity fees for water and sewer every five years, this is the year; CT Engineering did the last schedule. He said we will be incurring a lot of expense over the next few years with the plant upgrades, the current capacity fees are not figured in with those anticipated expenses. He recommends that the city hire someone to do a tap and capacity fee study/schedule to set new rates or determine if they are fine where they are. He said tap and capacity fees are to offset borrowing money to upgrade facilities and are designed to put the cost burden on new people coming in and not existing residents. Current tap and capacity fees for a residential home are \$15,000 to get city water and sewer (\$7,500 for each) for a 3/4 inch tap. The last study cost around \$7,000. Mr. Barnard added that this increase would not affect any current resident, unless they are building a new home in Johnstown. Jeff Barr said they should look at doing the study every three years, discussion on codifying. Mr. Stanearth said he has spoken to our general engineer EMH&T so this is on their radar; discussion on setting the fee on a sliding scale with an increase each year for a five-year span.

6. Adjourn

**ACTION:** Bob Orsini moved to adjourn; Jeff Barr seconded and the vote was as follows:  
**AYES:** Donald Barnard, Bob Orsini, Jeff Barr  
**NOES:** None  
**ABSTAIN:** None

**Passed 3 – 0** The meeting adjourned at 6:12 pm