

Village Of Bremen

Financial Process Committee/Records Commission

Agenda for February 24, 2016

Meeting Attendees: Administrator White, Clerk Tripp, Councilman Ray, Councilman Prince, Councilman Henwood, Chairman

Financial Process:

- I. Guests: None
- II. Revenue Status 13.885%
- III. Expenditures: 8.812%
- IV. Clerk's report:
 - a. Kelley working on this to complete audit. Audit must be completed by end of March.
 - b. Kelley also discussed insufficient funds in the Street Department to pay for the repairs to the bucket truck. This is due to the fact council has not yet transferred money into the Street account. Administrator was instructed to contact the firm and see if they would take a credit card. If they won't we will need a special meeting to transfer the funds.
- V. New Business:
 - a. Administrator advised us we need to an "As Built Survey" done by the engineering firm to see if the curb construction and driveway ramps were done to the engineering drawings. This is needed to answer some questions about residents having issues with their cars bottoming out when they pull into or out of their driveways. Cost will be \$1400.00, committee recommends this be done.
 - b. Tree Committee has requested a PO for the amount of \$1092.00 for trees this year. This is within their budgeted amount and committee recommends.
 - c. Administrator discussed his meeting with ODOT on Safe Routes to School project and the committee had several concerns about things that were discussed. One item was that the Village would be liable for any cost on the bid that go over the ODOT estimate. Also, ODOT wants the Village and the school district to sign an agreement making both parties liable for maintenance of the completed project for the next 20 years. This is rather vague and we would like the attorneys to look it over before signing it. We will be meeting with the ODOT representative at the March finance meeting to get some clarification on the bid process.

VI. Old Business:

a. Need to discuss with Dowling Park committee the need to get Po's before any work is done in the Park.

b. Update from Administrator on various price quotes he was requested to get

1. Jeff is waiting on quotes for both electrical and concrete. Contractors are slow in quoting the projects requested.

VII. Soccer Field Grant:

a. What is status of this grant? Open

b. We will need to provide pictures of the fields laid out with the goals in place to compete this. Since everything has been put away for the winter it will be spring before this can be accomplished. Also need to contact FU Soccer Association

VIII. Strayer Avenue Project

a. What is the status of this grant? **Still open**

b. When will this be completed?

VIII. Around the table: Nothing

Adjourn: 8:00

Submitted by Michael Henwood, Chairman