

Finance Meeting

January 28, 2021

4:30 P.M.

Called to order at 4:30p.m.

Committee: Nick Claybourn, Chairperson, Toni Harper, Troy Tripp, Mayor Taylor, Lydia Coakley, Lisa Burnworth

Visitors: Kelly Brown – Discussions at Safety & Infrastructure committee explore the possibility of PD. Using Sugar Grove expenditures as a model. Committee discussed possibility of 2 potential establishments that serve alcohol in the coming year. Finance Committee agrees that Councilman Brown should complete further research regarding appropriations and potential revenue. Mayor Taylor stated that currently we do not have sufficient annual revenue to fund a department or purchase equipment. We are within \$11,000.00 in appropriations/revenue. Any funding would need to come from a levy which the residents of the village would vote on. Fiscal Officer stated that they would assist in providing current budget information and could assist in communicating with the Auditors Office regarding valuations for a possible levy.

Check #'s 45130- 45132 for approval

Purchase Order's 2021-14 to 2021-16 and Super Blanket

Temporary Budget/Permanent

- **Water Treatment Plant – Funds for softener's to Re-generate automatically \$ 3190.50. The original meters installed were not the correct ones to function in that environment. They are currently inoperable and we are manually performing the work.**
- **Water Treatment Plant – The flow meter that measures the RAW water coming into the plant from the wells is not functioning. Without this meter we have no way of knowing amount we are using from each well and when we need to switch wells. (example: when you see "pink" water- we have switched wells because we ran low. WTP- personnel then have to flush the system. Happens with wells 1 and 5. This portion which will not completely resolve the problem but at least provide data on the flow coming from wells and provide a better gauge of when we need to switch. \$ 3985.20. To complete resolve this issue and automate we would need to add a OMNI beacon and antenna(s) on the Oil Derrick to communicate to the water plant when wells need to switch automatically. Total cost to upgrade OMNI system \$10,000.00. Finance will consider the OMNI system for future projects.**
- **Water Treatment Plant – non working meters. The committee would like to continue to replace nonworking meters and shut offs. The urgent ones should be accounts that are on the monthly delinquency and shutoff report that can not be shut off. There are currently 5 properties that do not have shut offs and are on the list each month. Project will be weather dependent in working with outside contractor to vac and spare street department labor**
- **Streets – Toni suggested sweeping the streets. Mayor Taylor will check with City of Lancaster, renting a street sweeper.**
- **AEP franchise contract renewal process – Brandy Marshall – AEP . Mayor Taylor will contact Friday 1/29 To get clarification**
- **Changes to Rushville Billing: Administrative Fee and Postage will now be a part of the monthly postcard billing. Added under addt'l charge with the above total. We have been sending them 3 separate bills. A combined bill on a single statement will accomplish. UAN/GAS improved balancing, Single billing point to reduce errors. Mayor Taylor stated there are still ongoing matters with Rushville and would like to send a demand notice to enter into formal mediation. Mayor has reviewed the information with our solicitor and would like to add to 2021 appropriations extra \$15,000.00 to cover the possible cost of mediation.**

- **If no other adjustments to the budget the permanent appropriations resolution will be presented to Council on February 8th for vote at the regular meeting.**
- **Nick, Troy and Toni would like to explore ability to pay online. Lydia explained to the committee that we have begun tracking the “source” of payments- credit card, bank, drop box to give the committee a better idea. We can advise that in 2020 we received notification from our credit card processor reports card payments totaling \$50,292.42; either in person or over the phone. That translates to less than than 7% of the total payments made in 2020. Additionally, she explained that we just started giving residents the option to have their monthly bill sent to them via email and most banking applications allow customers to schedule recurring payments. To build out the interface from GAS to our website was quoted in 2020 at over \$4,500.00.**
- **Water/Sewer Ordinance billing updates complete and changed in GAS for February billing**
- **Trash resolution billing updates complete. We will need to pass amended resolution at full council meeting to more clearly define the increase.**
- **Bartlett Street sewer line/ Fee Corp- update from Mayor Taylor and associated expenses. Fiscal Officer advised that copies of any invoices will need to be turned in and depending on the scope should be submitted to our insurance provider for determination.**
- **Broad & Mulberry LLC- cost for 2” tap. Requested the committee consider refunding a portion of the \$3,000.00 tap fee. Our cost for the meter was \$845.00 and \$1563.00 to DOW construction for excavation and tap to the main. Committee agreed that no refund was necessary and the price for the process is clear in Ordinance.**

Chairperson Claybourn Adjourn at 6:30 p.m.