

## **Finance Committee Meeting November 9, 2022**

Call to order at 6 p.m. by Tammy Meyer

Pledge of Allegiance

Roll Call – Tammy Meyer, Steve Thorn, Nina Schroeder

Others present – Mayor Linda Clark, Fiscal Officer Maryann Fabian

Accept minutes from the previous Finance Meeting

Nina would like the word mute changed to moot.

- ❖ Steve made a motion to approve the minutes as amended. Nina second. All ayes.

Financial Reports

Maryann read a statement of what she has been working on as fiscal officer. Maryann is going to look into the \$25 fee that Middlefield Bank charges. She is also going to find out about the Mats Road Bridge Gasoline Revenue at zero.

- ❖ Nina made a motion to send the finance reports to Council. Steve second. All ayes.

Review of Finance Legislation

**ORD 2022-53** AN ORDINANCE RETROACTIVELY AUTHORIZING AN ADVANCE FROM THE GENERAL FUND #1000 TO THE HEADWATERS TRAIL MILL STREET CONNECTOR FUND #4203, REPAYMENT OF THE ADVANCE, AND DECLARING AN EMERGENCY.

Maryann explained that this was from 2018. There was an advance that had not been paid back. She worked with the county auditor, the auditor at Charles Harris, and Michele, to get this corrected, and satisfy all parties.

- ❖ Steve made a motion to move to Council. Nina second. All ayes.

**ORD 2022-54** AN ORDINANCE ESTABLISHING PAY SCALES AND POSITIONS OF FULL AND PART TIME EMPLOYEES OF THE VILLAGE OF MANTUA, REPEALING PRIOR INCONSISTENT ORDINANCES, AND DECLARING AN EMERGENCY.

This is removing the cleaning person from the pay scale ordinance since they are sub contracted.

**ORD 2022-55** AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2022 APPROPRIATIONS AND DECLARING AN EMERGENCY

Maryann explained that we needed \$3,600 appropriated to the cemetery fund to be able to use the money the Thompson Trust has given us for tree removal. The \$32,000 in the General Fund is for the following; \$2,000 for PR events for the police department, \$5,000 for the investigation, and \$25,000 to cover wages through December 31, 2022. Maryann explained to Steve the flow of paperwork and money when a purchase is made.

- ❖ Nina made a motion to send this to Council. Steve second. All ayes.

**ORD 2022-56** A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CT CONSULTANTS FOR THE PROVISION OF GENERAL ENGINEERING SERVICE, AND DECLARING AN EMERGENCY.

Tammy explained that she and the Mayor had met with Diane from CT, and the term of the agreement is 6-months with the option to extend up to three years.

- ❖ Steve motioned to send this to the Council. Nina second. All ayes.

## Discussions

### Charles Harris Notes

Maryann asked if there could be a motion to approve hiring Charles Harris to do the end of the year footnotes.

❖ Steve made a motion to send this to Council. Nina second. All ayes.

### MOU agreement with a non-profit organization

Nina summarized what this was, and it was agreed that we would look it over, and at the next meeting come back with suggestions.

### Review of appropriations

Maryann had a spreadsheet of all the changes that were discussed at the 11.2.2022 Appropriations Workshop, and added her best estimate of the revenues for 2023. She also added \$3750 for the Police Department Drug Enforcement money (also in revenues, so it is a wash), and \$5000 for the PR Events for the police department (also in revenues, so it is a wash), and \$300 to the uniform allowance in match the employee handbook for the service department. She also wanted to add the ARPA money, but it was not on the spreadsheet.

With the changes the spread sheet had shown that we needed to take out another \$22,370 from the budget. The finance committee removed the \$25,000 for the Police Capital Motor Vehicles.

### New or Other Business

### Adjournment

❖ Steve made a motion to adjourn at 8:08 p.m. Nina second. All ayes.