

Finance Committee Meeting

December 14, 2022

Call to order at 6:00 p.m. by Tammy Meyer

Pledge of Allegiance

Roll Call – Tammy Meyer, Steve Thorn, Scott Weaver

- ♦ Steve made a motion to excuse Nina Schroeder. Scott second. All ayes.

Others present – Mayor Linda Clark, Fiscal Officer Maryann Fabian

Citizens – none

Accept minutes from the previous Finance Meeting

- ♦ Steve made a motion to approve the minutes from the 11.9.2022 Finance meeting. Scott second. All ayes.

Financial Reports

Maryann summarized the finance reports

- We are at 108.73% of our estimated revenues for the year. That is 17.07% over what was expected for the end of November.
 - The village has used 81.78% of the appropriations for the year. That is 9.88% lower than estimated for the end of November.
 - On the Revenue Status report, the account code 1000-130-0124 for the ½% Municipal Income Tax for the Police Department, has a balance \$31,739.20 at the end of November. A new line item has been added for Tax Collection fees for this (Account code 1000-110-344-0124).
 - Even with pulling out the ½% income tax, we have received over 10% of what we were expecting. We also received over \$10,000 in Municipal Income Tax Net Profits, which was not in the final budget for 2022.
 - We had our last Tahoe payment in November. The remainder of CT fees for the year were paid in November.
 - On the Bank reconciliation there is \$2,257.62 in “other adjusting factors”, this is because the payroll date was December 1st and some of the withholdings came out a day early. They were not supposed to come out until 12.1.2022.
- ♦ Steve made a motion to move the financial reports to Village Council. Scott second. All ayes.

Review of Finance Legislation

ORD 2022-51 AN ORDINANCE APPROPRIATING FUNDS TO RUN THE VILLAGE OF MANTUA DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023, AND DECLARING AN EMERGENCY. No discussion.

RES 2022-58 A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER OF THE VILLAGE OF MANTUA TO ENTER INTO AN AGREEMENT FOR THE PROVISION OF DISPATCHING SERVICES TO THE MANTUA-SHALERSVILLE JOINT FIRE DISTRICT, AND DECLARING AN EMERGENCY.

- ♦ Steve made a motion to move Resolution 2022-58 to Village Council. Scott second. All ayes.

RES 2022-59 A RESOLUTION AUTHORIZING A REPAYMENT OF \$4,239.44 TO THE DOWNTOWN MANTUA REVITALIZATION CORPORATION AND DECLARING AN EMERGENCY.

- ♦ Scott made a motion to move Resolution 2022-59 to Village Council. Steve second. All ayes.

RES 2022-60 A RESOLUTION AUTHORIZING APPLICATION FOR A FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION GRANT, AND DECLARING AN EMERGENCY.

- ♦ Scott made a motion to move Resolution 2022-60 to Village Council. Steve second. All ayes.

Discussions

Mayor Clark discussed a personnel issue.

Tammy passed out a letter, and discussed Maryann's performance review per Ordinance 2022-35.

Last month the Finance Committee had asked Maryann to find out about the \$25/month fee Middlefield Bank charges our checking account, and why there are no revenues going into revenue account 2011-225-0078 {Gasoline Tax (State)(MATS Road/Bridge)}.

The \$25 fee from Middlefield Bank is for the processing of payroll electronically.

The revenue for the Mats Road Bridge had never been formalized for the funds to go into that account. Maryann and Michele searched the legislation and minutes and saw where it was discussed, but no motion or legislation was made. It was decided with the recent developments of the Mats Road bridge that the revenue account would be removed.

Adjournment

- ♦ Tammy made a motion to adjourn at 6:57 p.m. Steve second. All ayes.