



Special Finance Committee Minutes

Monday, January 25, 2021 – 6:00 PM • Virtual by Zoom

Item	Presented By:	Action	Topic	Report
Call to Order & Roll Call	Mr. Boettcher		<p>Committee Members: Matt Boettcher, Chair Sharon Chaney Eric Pridonoff</p> <p>Advisors: Ron Hirth, Administrator Andy Lanser, Fiscal Officer Terry Donnellon, Solicitor Chris Campbell: Police Chief Anna Gedeon, Budget Analyst</p>	<p>The Finance Committee of Council convened a Special meeting on Monday, January 25, 2021 at 6:00 PM by video conference with Council Member Boettcher presiding. The Mayor had previously called this meeting as a special meeting to review and conduct business related to the financial operations of the Village.</p> <p>This remote access meeting was allowed by emergency legislation adopted by the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC Section 121.22 allowing public meetings by telephone or video conference during the current pandemic and the declared State of Emergency. As required by the statute, notice of the video meeting was publicized more than 24 hours in advance to allow public access. The public was also given back up numbers to call in the event there were difficulties accessing the meeting by Zoom video. This Notice of Meeting was posted on the Village’s website and a similar Notice was sent to various media outlets.</p> <p>Roll call of committee members: Matt Boettcher - Present Sharon Chaney - Present Eric Pridonoff – Not present</p> <p>Motion to excuse Mr. Pridonoff Second by Mr. Boettcher All members voted in favor.</p> <p>Mr. Pridonoff arrived for meeting at 6:10 pm.</p>
Set the Agenda & Adopt	Mr. Boettcher	Review & Motion		<p>Motion to adopt the agenda by Ms. Chaney Second by Mr. Boettcher All voted in favor.</p>

Persons Registered to Address the Committee	None		None	None
Minutes to be Approved	Mr. Lanser	Review & Motion	December 14, 2020 Committee Minutes for approval.	Motion to approve the minutes by Ms. Chaney Second by Mr. Boettcher All voted in favor.
Discussion				
New Business			<ul style="list-style-type: none"> • Financial Packet for December 2021 • Salary Report for 2020 • Set the salary for Code Enforcement Official position • 2020 COVID Expenditure Review 	<p style="text-align: center;">Discussion</p> <ul style="list-style-type: none"> • December 2020 financial report will be discussed at the February Finance Committee meeting. • It is customary for the Administration to advise Council of salaries paid to employee at the close of the fiscal year. This is also done in preparation to move forward with planned merit increases for the current fiscal year. • Position Description • Recommendation • Village Administration is recommending a salary range for the proposed Code Enforcement Official position. The starting point of the range would be \$20/hr with the mid-range at \$23.61/hr. Village administration arrived at this figure based upon a survey of similar benchmark positions from peer communities. It is envisioned that the employee selected to fill the position will be tasked with completing 20 hours of work per week. <p>Motion to recommend salary range by Ms. Chaney Second by Mr. Boettcher All members voted in favor</p> <ul style="list-style-type: none"> • Village Administration has updated the 2020 COVID-19 Expenditure spreadsheet. This document will be made available to Council members. • Completed projects utilizing the CARES Act funding include the purchasing of new furniture that is easier to disinfect, a tent to be used for Mayor’s Court, and a new security and IT system.

			<p>Rumpke Contract</p> <ul style="list-style-type: none"> • Village Administration was also made aware that the Village was awarded a grant from Hamilton County in the amount of approximately \$60,000 to replace the playground equipment in Volunteer Park. The existing equipment has reached its estimated life expectancy and is required to be replaced. Village Administration will coordinate with Hamilton County officials to secure estimates and bids for the project. • Village Administration is preparing for the next round of solid waste contract negotiations. The current contract was awarded to Rumpke in 2013. The contract was a 5-year contract with three extension years. • The new contract must be in place by 9/30/2021. • Contract proposals will be brought before the Finance Committee for review. • Village Administration has requested that the Executive Committee provide input on any service changes or additions they would like to be incorporated in the new contract, and an evaluation of existing services. • Village Administration anticipates a significant increase in recycling rates in the new contract.
			<p>Solicitor’s Contract</p> <ul style="list-style-type: none"> • The Village Administrator has discussed the status of the Village Solicitor’s contract with the Village Solicitor, Mr. Donnellon of the Donnellon and Donnellon law firm. Historically Mr. Donnellon has given the Village a significant discount in the hourly rate charged to the Village when compared to that of other entities the firm represents. • Mr. Hirth has requested that Ms. Gedeon provide a 5-year analysis of the Solicitor’s hours as a starting point for this review. Once in hand, Mr. Hirth will have additional discussions with Mr. Donnellon about the status of the contract moving forward. It is Mr. Hirth’s intention to have a proposal for the Finance Committee to review in March.
			<p>Elected Official Salaries</p> <ul style="list-style-type: none"> • Village Administration will review the salaries of elected officials during the 1st quarter of 2021. Elected official salaries have not been adjusted for approximately 25 years. • To complete this review, the Administrator will contact the Center for Local Government to request benchmark salary information from peer jurisdictions. • Any new adjustments to elected official salaries will occur only during a new election cycle. This means any current elected official would only be eligible for an adjustment once that official is re-elected to start a new term.

Old Business				
Announcements				<ul style="list-style-type: none"> • The next virtual Finance Committee meeting is scheduled for Monday, February 22, 2021 at 6 PM. • The Audit Committee will meet virtually on Monday, February 22, 2021 at 5:45 PM.
Adjourn				Motion to adjourn at 6:40 PM EST by Ms. Chaney Second by Mr. Pridonoff All voted in favor.

_____ Date: _____
 Submitted by Andy Lanser, Fiscal Officer

_____ Date: _____
 Matt Boettcher, Vice Mayor & Committee Chair

_____ Date: _____
 Anna Gedeon, Asst. Clerk