

PORT CLINTON CITY COUNCIL

FINANCE COMMITTEE

Meeting Minutes

May 17, 2016

1. CALL TO ORDER – Mr. Below called the meeting to order at 6:34 pm. Present were committee members Gabe Below (Chair) and Lisa Sarty, Safety-Service Director Tracy Colston, Auditor Cole Hatfield, and Rick Noderer. Committee member Beth Gillman was excused.
2. AUDITOR’S REPORTS
 - a. Mr. Hatfield reviewed and discussed the latest financial reports: (1) Check Report April 2016, (2) Overtime Comparison April 2016, (3) Fund Comparison April 2016, (4) Revenue Comparison April 2016, and (5) Expense Comparison April 2016.
 - b. Mr. Hatfield stated that the funds were much better overall than in April 2015, with the local government share from the State of Ohio receiving an unexpected increase and increases in dock and bed taxes.
 - c. Mr. Hatfield noted the lower fire levy expenses due to lower call volume year-to-date, and the main thoroughfare expenses higher due to costs from the Second Street resurfacing project.
 - d. Mr. Hatfield spoke about the city garage on Park Drive which experienced about a two-month delay due to a potential buyer who ultimately passed, as well as the need for two electric lifts in the near future. Mr. Colston indicated that council approval will likely be needed with the expense being over \$50,000.
 - e. Mr. Hatfield noted that the recent health insurance renewal came in at around only 3% increase, as opposed to the budgeted 15% increase, which is good, and that this represents the second year with less than a 7% increase in insurance premiums.
3. FUNDS FOR MEMORIAL DAY CELEBRATION AND GRAVE DECORATION EXPENSES – RESOLUTION 16-5
 - a. Mr. Hatfield described the annual request for funds by the American Legion for Memorial Day-related expenses to which the city has provided \$500.00 for many years. Mr. Hatfield stated that he spoke with David McDougall who is the regular contact person since he had not seen the annual request letter prior to the May 10th council meeting. Mr. Below reminded the group that the letter was received, opened, and approved with the correspondence at that meeting.
 - b. Mr. Below asked about the amount as the letter from did not specify a total. Mr. Hatfield replied that this has been the typical amount, and that the Legion has neither stated any concerns nor requested an increase to his knowledge.
 - c. Mrs. Sarty made a motion, seconded by Mr. Below, to recommend to the full council waiving the three required readings and passage of Resolution 16-5 at the May 24th council meeting. The motion was approved 2-0.
4. FUTURE COMMITTEE ACTIVITY
 - a. Mr. Below asked about action the committee will likely need to take in the coming three to four months.
 - b. Mr. Colston stated the assessment for the Lakeshore Drive sidewalk project will likely need to be decided by the committee in two months.
 - c. Mr. Hatfield stated that appropriations will need to be amended to reflect the Madison Street water and sewer OWDA loan likely in mid-June.

- d. Mr. Colston discussed an Ohio EPA (OEPA) grant for the wetlands restoration project for which he will need approval from council to apply for approximately \$350,000 to match the current Army Corps of Engineers (ACE) funds required to complete the project. Mr. Colston stated that he has walked the site with OEPA, and that ACE will likely assist in writing the application which should be opening in June and closing mid- to –late July. Mr. Below asked about timeline and his understanding that the project and ACE funds needed to be used by the end of 2017. Mr. Colston indicated this would not be a problem with ACE on board with pursuing the OEPA grant funds.
- e. Mr. Hatfield stated that he has been exploring financing options for a new fire truck this year at Chief Johnson’s request. The estimated cost will be \$650,000.

5. ADJOURNMENT – With no further discussion, Mrs. Sarty made a motion to adjourn, seconded by Mr. Below. The meeting was adjourned at 7:09 pm.

Submitted by

Gabe W. Below, Chair

May 22, 2016