

Finance Committee Meeting Minutes

June 8, 2022

Members present: Gale, Gremel, McCann

Staff present: Craker, Edmondson, Scott

Public: none

The meeting was called to order at 10:00 a.m.

Public comment: none

The Purchasing and Sales Policy was reviewed and changes were approved. The committee asked Clerk Scott to add one additional section to describe petty cash management. Language from a sample policy can be modified to mirror current practices.

Liaison Edmondson and Clerk Scott prepared and presented a Permit to Use Public Right of Way to accompany amended Ordinance 91. The current ordinance states that a permit is required, but none exists. The new permit will consolidate all uses within the ROW (driveway, sewer, water, utilities, sidewalk, trees, etc) onto a single permit. The Liaison suggested printing each associated fee on the back of the permit. The committee agreed with this suggestion. Final work on the ordinance is wrapping up. The committee will consider proposed fees at the next meeting. The Fee Schedule will be reviewed and updated at a future meeting.

Clerk Scott walked the committee through the sewer debt retirement schedule. Based on most recent information from the Township Treasurer and current assumptions, the Village will have adequate funds to retire the debt.

Treasurer Craker received the tax roll today and will begin preparing tax statements this week. The Planning Commission wants to include a questionnaire with the mailing. Chair Gale will ask commissioners if they would assist with folding and stuffing questionnaires into the prepared envelopes. Taxes must be mailed by the end of June.

The Fireworks Fundraising Campaign is underway.

The Village was awarded a Waterways grant of approximately \$500,000 toward the Marina Parking Lot project.

Clerk Scott reported that the Infrastructure Committee received two bids (\$22,600 and \$49,900) for an engineering study of the 4th Street water issue. Finance Committee was asked to review the budget for funding of a study. The 2022-23 budget is tight. We will continue to monitor the status of federal infrastructure funds and apply for any applicable grants. Unless we receive more revenue than was budgeted, we do not have a source to fund the study.

Public comment: none

There being no further business, the meeting was adjourned at 10:43 a.m.

Respectfully submitted,

Jane Gale