

Minutes  
Seville Finance Committee  
August 20, 2012

Mrs. Schwartz called the meeting to order at 7:39 PM.

Present: Barb Schwartz, Leslie Miller, Rick Stallard, Mr. Landis, and Kathy Rhoads.

Absent: None

Mr. Stallard moved to approve the minutes from July 16, 2012. The motion was seconded by Mrs. Miller. The motion passed unanimously.

Carl Zilch from Ohio Valley Amusements addressed the committee concerning the fee schedule for the Amusement Arcade he is planning to open in Seville. He asked the committee if a reduction in the fees would be available for the first 6 months of operation. The committee discussed reducing the fees from \$50.00 per machine per month to \$25.00 per machine per month. Mrs. Schwartz suggested that Mr. Zilch could reduce the number of machines to reduce the amount paid per month. It was pointed out that any fee change would need to be approved by ordinance which could require a period of several months to have three readings of the ordinance. Mr. Landis made a motion that the Committee recommend to council not to change the fee schedule. The motion was seconded by Mrs. Miller. Voting for the motion were Mrs. Schwartz, Mrs. Miller and Mr. Landis. Voting against the motion were Mr. Stallard and Mrs. Rhoads. The motion passed by a 3-2 vote.

Mr. Stallard moved to recess at to gather paperwork. The motion was seconded by Mrs. Rhoads. The motion passed unanimously. The Committee recessed at 7:46.

Mrs. Miller moved to return from recess. The motion was seconded by Mr. Stallard. The motion passed unanimously. Recess ended at 7:48.

Jim DeLucas from Ohio Insurance Services and Jeff Plumer from Plumer Insurance answered questions concerning the "Green Sheets" provided by Crain-Langner after the insurance audit. The "Green Sheets" and the written response from Mr. DeLucas are attached to these minutes. Mr. DeLucas did not have pages 2 of the Green Sheets so no response was prepared.

The Committee recommended that all of the "Request of Agent" in section one on page one be implemented.

In section two of page one, the committee recommended accepting the Request of Agent changes for items one and twelve. The public entities pool will not modify items four and six. The committee recommended no change to items two, three, seven, eight, ten, and twelve. Item nine was a typo and no change was necessary. Items five and thirteen will require further review and no action was recommended.

Page 3:

The Public Entities Pool (PEP) can to the Request of Agent for items one, five, nine, ten, and eleven but requested the I.S.O. wording from the Village. The Fiscal Officer will provide PEP with the wording. American Municipal Power Inc. handles the insurance for item two. PEP does not offer the coverage requested in items three and six. Mr. DeLucas will contact Dan Buser from Crain-Langner for more information concerning

items four and seven. Item seven does not pertain to the Village at this time but will be enforced if fireworks are displayed in the future. Items twelve and thirteen have already been verified by PEP.

Page 4:

Items one, three, four, five, six, seven A and D, and nine have been taken care of and are in the packet supplied by Mr. DeLucas. Item two will be referred to the Village Solicitor. PEP will not change item ten. PEP will consider any attorney asked for in item eight. Item 7e is done through an annual claims report. The Mayor is the back-up for item 7b and the council appoints the representative for item 7c.

Jeff Plumer will provide the responses for the missing page two items and further discussion will take place and the Government Committee meeting on September 4<sup>th</sup>. It was noted during the presentation that the Fiscal Officer was taking all of the deposits to the bank. This had previously been done by the Police Department. The Committee recommended that the Police Department take the BOPA deposit to the bank.

Privilege of the floor

None

Fiscal Officer Report

Copies of the reports submitted by the Fiscal Officer are attached to these minutes. Income tax revenue is down compared to last year but still ahead of the budgeted amount. There was a large increase in the August revenue from one of the Village's largest business tax payers. This will not reflect in the numbers reported by the Fiscal Officer until next month. The Fiscal Officer will contact CCA to find out the reason for the sudden increase. When the cause is discovered Council can act accordingly with regard to the 2013 budget. Expenses are in line with budgeted amounts.

Ordinances under consideration

None

Old Business:

The money in fund 2901, the Gazebo Repair Fund, was rolled in to fund 2902, Park Donations, per an auditor adjustment. Mrs. Schwartz suggested that the money will be earmarked for the Gazebo.

The Fiscal Officer provided a letter from state of Ohio showing that the tax income tax bills from 2010 and 2011 had been paid timely and had been credited to the wrong account but were now credited properly.

Mrs. Schwartz gave a payroll audit update. After meeting with Scott Varney from Varney-Fink, who are handling the audit, Mrs. Schwartz reported that tighter controls are needed. Mr. Varney will submit a separate contract for their recommendations concerning controls. There are both overpayments and underpayments being discovered during the current audit for the years 2010 and 2011 and those must be resolved. All the information will be public record when the audit is complete. There was a discussion of how much further back the audit to check for any other issues. The committee did not recommend going back any further than 2010 depending on the dollars to be spent on the additions to the current audit and the amounts likely to be found.

New business:

The State of Ohio has released the 2010-2011 financial audits. The Public Records Retention Policy needs to be posted. It can be put on the web-site

Mrs. Schwartz suggested that future revenue projections should include the possibility that Panther Trucking may be leaving the Village. The Mayor is planning to meet with representatives from Panther to discuss their future in Seville and what Council can do to entice Panther Trucking to stay here.

The current legal issue with Panther will be appealed to the Ohio Supreme Court.

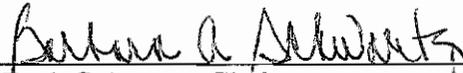
Options for the budget were discussed. Among the topics discussed were changes to the health insurance for employees, changes in the amounts received through the Village's income tax. Park and Street Capital Funds were also discussed. Additions to the amount transferred into those funds may need to change. Final fund balances need to be determined before transfer amounts can be determined. There were no decisions or recommendations on any of the topics discussed. Further committee work needs to be done.

A special finance meeting will be held on October 1, 2012 to discuss budget issues.

The wages for the administrative assistant will only be taken out of the Fiscal budget and the Police budget.

Interest for the potential Panther tax repayment could be as much as \$30,000.00 and will need to be budgeted for in 2013.

Mr. Stallard moved to adjourn. The motion was seconded by Mrs. Rhoads. The motion passed unanimously. The meeting adjourned at 10:47 PM.

  
Barb Schwartz-Chairwoman