

Minutes  
Seville Finance Committee  
September 17, 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

Mrs. Rhoads moved to approve the minutes from August 20, 2012. The motion was seconded by Mrs. Miller. The motion passed unanimously.

Bethany Dentler from the Medina County Economic Development Corporation gave an update on the status of the Stellar Automotive Group CRA agreement. Stellar automotive is working with the MCEDC to obtain a CRA agreement for a proposed addition to their business. The addition will add 10 employees to the current workforce. Stellar would be investing approximately \$910,000 in the building expansion plus another \$860,000 in machinery and equipment. MCEDC is working with the Cloverleaf School Board to get their approval for the CRA. It then must be approved by the Village. Seville Zoning has already given its' approval to the project. The process is being expedited because Stellar wants to begin work on the addition the fall.

Ms. Dentler also said that business appreciation visits are being scheduled but none of the Seville sights have been scheduled yet.

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 discussion concerned page 2 of the "Green Sheets". The "Green Sheets" and the responses from Ohio Insurance Services are attached.

Mr. DeLucas has been in contact with Crain-Langner and will make all of the changes will be made as soon as the ISO language is received for pages 1, 3, and 4 of the Green Sheets.

Village resident Kieran O'Rourke has insurance industry experience and is working with the Village on the insurance audit. He stated that he has no contact with any potential insurers. He questioned Mr. DeLucas on nearly every point for clarification paying particular attention to the sewer and storm coverage, and cyber coverages. Mr. O'Rourke's expertise provided a valuable service to the Village in performing its' due diligence.

Mr. O'Rourke said that the bidding for liability insurance will not be open to every insurance agency. Only qualified bidders will be considered. Crain-Langner will contact qualified companies for bids. Changing any coverages before the end of the year may not be possible because of the time involved in implementing the changes, but any changes that council feels are needed should be included in the bid specifications being prepared by Crain-Langner. Monday, October 15<sup>th</sup> is the day set by Crain-Langner for sending out the Request for Proposal (RFP). Mrs. Rhoads asked that she be given a copy of the RFP when it is ready so she can review it.

Mrs. Rhoads will write another letter to Mr. DeLucas concerning ISO wording.

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

#### Privilege of the floor

Village resident Paula Gordon asked that she be recognized after the Fiscal Officer's report. The committee agreed to let her speak as requested.

#### Fiscal Officer Report

Copies of the reports submitted by the Fiscal Officer are attached to these minutes. The Fiscal Officer gave an explanation of the Fund Status Report. Each Fund is can be looked at as separate bank accounts. For practical reasons the Village does not have 29 different bank accounts so the individual finds are combined at the bank. The Fund Status report shows how much money the Village has at the bank belongs to each fund. There was a brief discussion on updating the police levy amount. The committee did not think that there would be community support for an update at this time.

There was a discussion on why there is no information in the newspaper "Police Blotter" section concerning the Seville Police Department. The issue will be addressed with Chief Burson.

Appropriations are generally below budgeted levels at this time of year.

There was a large increase in the amount of income tax paid by Panther Trucking. This was a onetime payout and will not likely be repeated. This needs to be considered when preparing the 2013 budget.

Income Tax collections are up slightly from last year even when taking into account the Panther Trucking increase.

Paula Gordon was recognized to speak at this time as she requested earlier. She first asked if the committee members understood the Fund Status report. The committee members said they did understand the report for the most part. Mrs. Gordon stated that Mrs. Schwartz told the BOPA office staff that the Village would be broke in two months. This seemed to be in contradiction with the reports submitted by the Fiscal Officer. Mrs. Schwartz claimed she did not say the Village would be broke in two months. Ms. Gordon disagreed. Mrs. Schwartz said the conversation in question was concerning possible scenarios for the Village. Mrs. Schwartz said she was very frugal and that with the loss of several businesses and the growth in anticipated appropriations, the Village could be on a path back to the difficult economic situation the Village encountered several years ago. Mr. Stallard expressed optimism on future growth for the Village. Mrs. Rhoads and Mrs. Miller were less optimistic than Mr. Stallard but felt the Village was doing OK. Mr. Landis also was more on the optimistic side but also expressed the need for caution as the budget process proceeded. Mr. Kilgore noted that several important street and sidewalk repairs have not been performed and only minimal repairs have been made. Mrs. Schwartz noted that Frank Harmon has been contacted and he felt that the increase to health insurance could be as much as 30%. Other factors such as the fiber optic line, major sidewalk repairs, the repairs at 6 Spring Street, and a potential increase in the police and fire pension fund must be taken into consideration.

Mrs. Schwartz asked about the numbers from the Medina Budget Commission and if they factored in the closing of Seville Elementary School. The Fiscal Officer did not know if that was taken into account.

Ordinances under consideration

None

Old Business:

The payroll audit is continuing but is not completed yet.

New business:

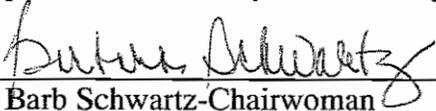
2013 budgets for General Government, Fiscal Officer, and other administrative budgets were discussed. It was noted that the percentage for Worker's Compensation was the same for all Village employees. Some of the money in fund 2910, community reinvestment, may be able to be transferred to the general fund. Early payment of the bond notes was talked about as a future consideration. The committee asked the Fiscal Officer to ascertain the balance on the bond note. The administrative salary line 1000-710-131-0000 will be moved to the Fiscal Officer budget. A detailed explanation of the expenses that come out of 1000-710-399-0000 was requested from the fiscal officer. Most of the numbers for the individual line items are rounded up slightly. After discussion, it was determined that the budgeted appropriation for 1000-715-345-000 (building repairs) would remain at \$52,500. A detailed list of the appropriation attributed to 1000-715-399 was requested. A detailed list of the expenses for 1000-720-399-000(contractual services) was requested. Copies if the submitted budgets are attached.

One account from the CRA agreement has not paid their bill. The Fiscal Officer is working on the issue.

The final bill from Clemons-Nelson for their retainer fees has been received.

There was a discussion on the wellness credits for the 2011-2012 plan year. The Village has not deducted any amounts from any employee for wellness credits.

Mr. Stallard moved to adjourn. The motion was seconded by Mrs. Rhoads. The motion passed unanimously. The meeting adjourned at 10:12 PM.

  
Barb Schwartz-Chairwoman