



FINANCE COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 03/02/26

Call to order at 7:30 p.m.

Present: Amelia Bartosch (Alternate Chair), Dennis Gordon (Member), Randy Eby (Member), Leslie Miller (Member), Paul Brilla (Member), Jessica Harper-Bigley (Fiscal Officer)

Absent: Kathy Rhoads (Chair)

Approval of Minutes: Mrs. Miller made a motion to approve minutes from the 02/2/26 meeting. The motion was seconded and carried. The minutes were approved as written.

Amendments to the Agenda: N/A

Approval to pay the bills: Mr. Eby made a motion to pay the bills. The motion was seconded and carried. The motion passes to pay the bills.

Mr. Eby made a motion to approve Financial Reports ending 1/31/26. The motion was seconded and carried. Upon Roll Call: YEAS: *Bartosch, Brilla, Eby, Gordon, Miller*, NAYS: *None*. The motion passes.

Fiscal Officer Report:

- Martha Evans gave her notice and retired from the Village. She mentioned if help was still needed to reach out the Melissa Kurtz who was the Fiscal Officer for Westfield Township and is now the Fiscal Officer for Westfield Center. Mrs. Harper Bigley met with Mrs. Kurtz and reported she is a wealth of knowledge and a great resource. They plan to meet on a regular basis.
- Local Government Services (LGS) started their review of 2024 & 2025 reconciliations and bank statements as part of their audit.
- Auditors (Charles E Harris & Associates) prepared our Hinkle notes to close out 2025.
- Training: Mrs. Harper-Bigley and Mr. Gelles will attend Local Government Official Training March 18–20th in Columbus.
- Fiscal office employees and Tiffany from BOPA will be meeting with Justin Laubach from First Financial Bank next week to go over the transition from Westfield Bank. We will also be discussing Fraud Mitigation options with him as well.
- First week of April, we will be closing the bank account at Huntington and moving some of the money from our savings at Westfield (First Financial) into the Star Ohio Account.
- Proposed bank signers: Fiscal Officer, Deputy Fiscal Officer, Mayor, Chair of Finance Committee.

Privilege of the floor: None

New Business:

- **Building Maintenance**
 - Mr. Manges spoke saying this was put on finance because he wanted to talk about moving the building maintenance budget under his budget so he could keep track of what was being paid for and how to budget for things that need to get done. This has all been settled. Mr. Manges also commented he is working with a contractor to come in and give a quote on all things that need to be repaired at the municipal building.
- **Parks & Streets Kubota Purchase**
 - Mr. Manges stated at Streets & Parks committee meeting he discussed a quote he received for a new zero turn mower but did not have the trade in value. Sterling Farm would give us \$ 6,500 for our old one. The original price was \$23,949 and then through SourceWell the price was brought down to \$19,342.72 and with the trade-in, the total would be \$12,842.72. Mr. Eby made a motion to recommend to council for the purchase of the Kubota from Sterling Farm Equipment. The motion was seconded and carried.
- **Roof quotes for Municipal Building**
 - Mr. Manges received 3 quotes and the one he would like to go with Hinkley Roofing. Their quote was \$74, 997.53. He liked this quote due to the amazing warranty they offer and the shingle company also offers a warranty as well. Hinckley Roofing did agree the cost would not go above that quote. Mrs. Miller made a motion to recommend to council for the replacement of the roof. The motion was seconded and carried.
- **East Main Street**
 - Mr. Manges discussed at Streets & Parks that he was looking to get East Main Street Chip & Sealed and received a quote for \$23,000. He informed Streets & Parks committee this would be for 5-7 years and then they could plan to do a complete redo of the street including taking out the old brick that is under. Streets & Parks committee asked him to get a quote of what that would cost to do this year and bring to finance. He believes a complete reconstruction of this street would be close to \$500,000. Tony Burgoyne is looking at a matching grant to help cover the cost of this, however; we would not be able to even apply for a grant until August. This would mean if awarded the grant, it would be for a project for next year. Mr. Manges would still like to go forward with the chip and seal project for this year. There will be more discussion at Streets & Parks Committee.
- **Fraud Mitigation**
 - Mrs. Harper-Bigley will be meeting with First Financial to explore the options they have.
- **Zoning Fee Schedule**
 - Mr. Gordon spoke regarding discussion at the Zoning meeting about possibly increasing our current Zoning fee schedule. We have collected fee schedules from some surrounding areas to compare. Mr. Gordon would like to look at more including comparable villages and discuss further with Zoning Committee.

Old Business:

- **44 West Main** – This was added to the Finance agenda so we could discuss coming up with a price we would like to send out for bid. Members are going to do some research and come back to Council meeting for a decision.

Privilege of the Floor: Mr. Eby asked a question about the random drug testing that was mentioned at the Government meeting. He asked how long an employee has once they receive the envelope to go to the facility to be tested? Mrs. Harper-Bigley answered they have until the end of the day. They also need to be escorted by their supervisor to get the test done.

Mrs. Miller made a motion to adjourn. The motion was seconded and carried. The meeting was adjourned at 8:04 pm.

X  4-6-2026
Kathy Rhoads (Chair)

Amelia Bao 4-6-26
Amelia Bartosch - Alt Chair