



FINANCE COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 06/01/26

Call to order at 7:30 p.m.

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

Approval of Minutes: Mr. Eby made a motion to approve minutes from the 05/04/26 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. Gordon 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 4/30/26. The motion was seconded and carried. Upon Roll Call: YEAS: *Bartosch, Brilla, Eby, Gordon, Miller, Rhoads* NAYS: *None*. The motion passes.

Fiscal Officer Report:

- **LGS Reconciliation Update:**

- The fiscal officer reported they are still waiting on LGS (Local Government Services) to complete the reconciliation.
- LGS has reached October 2024 but paused. The completion timeline is unknown.
- This delay is holding up finalization of the 2024 audit and the start of the 2025 audit.
- The committee is concerned that using unreconciled 2024–2025 data could create problems for 2026 records.
- Pausing and restarting could increase costs due to re-review.

- **Step Increase:**

Mrs. Harper-Bigley would like an approval for a step increase for the Administrative Assistant, Mrs. Gray, from pay step 2 to step 3 in her wage scale.

Ms. Bartosch made a motion to approve a step increase for the Administrative Assistant from step level 2 to step level 3. The motion was seconded. Upon Roll Call: YEAS: *Bartosch, Brilla, Eby, Gordon, Miller, Rhoads* NAYS: *None*. The motion passes.

- **Records Retention Shred Day**

- A records retention shred day is scheduled for Friday, June 5, 2026. We have been working on going through old records that have been approved to be destroyed.
- This shredding event is for internal village records only.

New Business:

- **Community Shred Day** – the community shred day, co-hosted with the fire department, will be October 10th
- **Fire Department Sign**
 - The fire department is considering upgrading its sign to an electronic rolling display and may request a financial contribution from the village.
 - Council will wait for a specific request from the township before taking action.
 - Any new electronic sign must comply with village zoning codes.

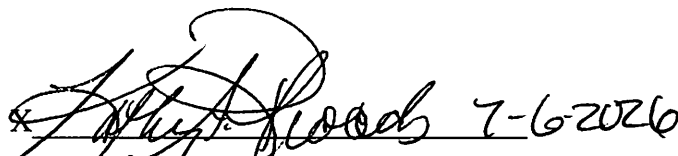
Old Business:

- Codification - update
 - The village is awaiting an updated quote from American Legal Publishing for codification services.

Privilege of the Floor:

Mrs. Rhoads asked to add "Park Maps" to the Streets and Parks agenda for 2026 budget planning and procurement timeline.

Mr. Eby made a motion to adjourn. The motion was seconded and carried. The meeting was adjourned at 7:58 pm.


Kathy Rhoads (Chair) 7-6-2026