

## Finance and Personnel Meeting minutes July 25<sup>th</sup>, 2024

In attendance: Connaught Cullen, Tammy Hawk, Mike Kraus, Amy Renner (Mayor), Chris Russell (Village Administrator), Kevin Simons (Fiscal Officer)

Tammy Hawk called the meeting to order at 5:37 PM

Highest need purchase plans (Amy Renner): We need a dump truck, a new storage unit, storm water replacement, and street paving. There are some other sewer projects in need but we may receive some federal funding for the plant.

Mayor Amy: I'm conflicted about submitting the grant for Ohio Public Works. You can apply for water, sewer, street, and facilities. I did meet with DLZ about street paving once the sewer project is done. At the worst case, they will pave the section of the street that they tore up. We would have a decision sometime in 2025 if we received the grant through Ohio Public Works. I think we need to focus on the stormwater before paving the streets. I plan to apply for the funds to go toward the stormwater work. Chris agrees with Amy about focusing on the stormwater work before the paving of the streets since the roads would need to be torn up to fix the stormwater issues. I have reached out to HAPCAP regarding another grant that may be coming and it could be up to half a million dollars.

Chris did price a new dump truck and with state pricing, we can get a brand new one for 70k.

Mayor Amy: Has been looking for grants for a new dump truck but is having a hard time finding grants that qualify.

ARPA funds: We have about 90k left in our funds. We need to have this allocated by September of 2024.

Mayor Amy: Now that we have Drew, we need to consider getting him a personal space to work. He doesn't have a desk or anything. I have been thinking about other places we could hold council meetings and have the village hall just set up as offices. I have been thinking about a place to hold council meetings. We have a place at the department and when the new library is built, it will have community space where we can hold meetings.

Mayor Amy: I have considered also buying the house next to village hall to make it into a parking lot for village hall and for parking for future business.

Mayor Amy: We can also use it for salaries.

The fiscal officer will send a detailed plan of how village can buy the home next door, put storage facilities in, and buy a dump truck. Tammy Hawk will pitch the idea to the council during our next council meeting.

Mayor Amy: Financially a full-time position would benefit the village. For use to be able to hire a full-time staff member, we would need to pay the majority of the funds out the water and sewer funds. Chris currently gets paid out of all four funds (25% per fund). Christopher gets paid out of water, sewer

and street. Tracie currently gets paid out of water, sewer and general (45% water, 45% sewer and 10% general). I believe this person would start out making all in cost for the village at 40k.

Tammy Hawk made a motion to go into executive session at 6:40 and invites the mayor, fiscal officer and village administrator. Seconded by Mike Kraus.

Connaught Cullen: Yes

Mike Kraus: Yes

Tammy Hawk: Yes

Tammy Hawk made a motion to exit executive session at 6:51. Seconded by Connaught Cullen.

Connaught Cullen: Yes

Mike Kraus: Yes

Tammy Hawk: Yes

Job description for the new position of a full-time water clerk. Take some items off Chris, the Mayor and Fiscal Officer.

Mike Kraus: What kind of time period are we looking at for a transition period for the position? We can talk about this later.

Mayor Amy: I have the vision that the person can help out anyone within the village who needs help.

We can get a job description together for the job posting.

We will start a google doc together for the job description for the position.

Next council meeting we will present a job description to council and need to solidify the ARPA funds.

Chris will remessure for the storage unit.

Mayor Amy will contact a architect.

Motion to adjourn made by Tammy Hawk 7:22 PM. Seconded by Connaught Cullen. AIF