

**FINANCE COMMITTEE MEETING**  
**Tuesday, April 24, 2018**  
**6:00 pm**

**Minutes**

Committee: Chairwoman Ms. Dugan, Ms. Doherty, Mr. Kirkner, and Mr. Kovaleski  
Staff: Mr. Krack, Ms. Koza-Lubinsky, Ms. Coull, and Ms. Niemczuk

I. Call to Order at 6:00 pm by Mr. Kovaleski. Absent were Ms. Dugan, Ms. Koza-Lubinsky and Ms. Niemczuk. Also present were Ms. Getzfread and Ms. Logan.

II. Public Participation

Cathy Ingham presented additional information for review by Council and continues to encourage Council to preserve the Belgian Blocks on Church Alley.

III. Committee Member Updates/Discussions

Mr. Kirkner stated he received an email from a resident with questions on yard waste pickup in the Heritage Square area. He asked for more information on the cutting and maintenance of Friendship Field and the entrance to Winding River.

Mr. Krack provided responses to the questions.

IV. Current Focus Business

A. Vehicle Purchase Plan – Nothing to Report.

B. Parks and Recreation Capitalization Plan – Nothing to Report.

V. New Business

A. Consider approval of the 2018 Pre-Paid dated 3/11/2018 - 4/15/2018 in the amount of \$1,325,858.02.

Mr. Kirkner made a Motion to approve. Seconded by Ms. Doherty.

Motion Approved 3-0.

B. Consider approval of the 2018 Pre-Paid ACH dated 3/31/2018 in the amount of \$2,373.17.

Mr. Kirkner made a Motion to approve. Seconded by Ms. Doherty.

Motion Approved 3-0.

- C. Consider approval of the 2018 Pre-Paid Credit Card Statement dated 2/27/2018 in the amount of \$692.05.
- D. Consider approval of the 2018 Pre-Paid Credit Card Statement dated 3/27/2018 in the amount of \$2,028.55.

Mr. Kirkner made a Motion to approve items C and D. Seconded by Mr. Kovaleski.

Motion Approved 3-0.

- E. Consider Budget Transfer 2018-01 in the amount of \$10,000 from Water Treatment (Equip. Maintenance and Repair) to Water Treatment (Sludge Collection Pump) to replace a pump which cannot be refurbished.

Mr. Kirkner made a Motion to approve. Seconded by Ms. Doherty.

Motion Approved 3-0.

- F. Consider Budget Transfer 2018-02 in the amount of \$61,700 from Codes Enforcement (AFSCME Wages, Unemployment Ins., Worker's Comp, Employer Paid Ins., and FICA/Payroll Taxes) to Administrative (Non-Union Hourly, Unemployment Ins., Worker's Comp, Employer Paid Ins., and FICA/Payroll Taxes) for change of position of Codes Reception/Clerk to Community Engagement Coordinator position.

Mr. Kirkner made a Motion to approve. Seconded by Ms. Doherty.

Motion Approved 3-0.

- G. Consider Budget Increase 2018-03 in the amount of \$4,000 from Water Fund Balance to Water Treatment (Sludge Collection Pump) to replace a pump which cannot be refurbished.

Mr. Kirkner made a Motion to approve. Seconded by Ms. Doherty.

Motion Approved 3-0.

- H. Consider RVE Proposal for engineering and construction management services for the WWTP Greenhouse Roof Replacement for not-to-exceed fee of \$28,804.

Mr. Kirkner made a Motion to approve. Seconded by Ms. Doherty.

On the Question:

Mr. Kovaleski asked if this number included construction management.

Mr. Krack confirmed it does.

Motion Approved 3-0.

- I. Consider Staff recommendation to engage Civic Plus for website and related information services as recommended from Infrastructure Committee 4-0.

Ms. Getzfred presented background and costs associated with the new website and related programs.

Mr. Kirkner made a Motion to recommend Council approve the Civic Plus suite of programs and the associated cost be used from Fund Balance in the amount of \$65,825. Seconded by Ms. Doherty.

Motion Approved 3-0.

- J. Consider approving the BAC donation of \$250.00 to the Renaissance Park Mural.

No Action Taken.

VI Adjournment at 7:09 by Ms. Doherty.

Next Meeting Date: Tuesday, May 22, 2018 at 6:00 pm