

# Village of Sugar Grove

Council Finance Committee – Agenda

March 14, 2023

6:00pm at Village Hall

## PROCEDURAL NOTICE:

All persons in attendance are expected to conduct themselves in accord with Ohio Basic Code 132.05:

- (A) No person, with purpose to prevent or disrupt a lawful meeting, procession, or gathering, shall do either of the following:
- Do any act which obstructs or interferes with the due conduct of the meeting, procession, or gathering;
  - Make any utterance, gesture, or display, which outrages the sensibilities of the group.
- (B) Whoever violates this section is guilty of disturbing a lawful meeting, a misdemeanor of the fourth degree (R.C. 2917.12)

### 1. Call to Order

Hon. Jeff Solenbarger, Acting Chair, called the meeting to order at 6:04 pm.

### 2. Pledge of Allegiance and Silent Meditation

### 3. Roll Call:

Council Members Deeds, *absent*; Lester, *yes*; Solenbarger, *yes*; and Mayor Nye, *yes*.

#### Village Officials Present:

Jill Bradford, Chief Fiscal Officer

Members of the Public Present per sign-in sheet: None

### 4. Approval of Agenda for March 14, 2023:

- a. Mr. Solenbarger moved to approve the agenda without additions. Mr. Lester seconded the motion.

i. **Discussion:** None

ii. **Roll call:** Deeds, *absent*; Lester, *yes*; Solenbarger, *yes*.

The Chair declared the motion passed 2-0.

### 5. Approval of Minutes for February 14, 2023:

- a. Mr. Lester moved to approve minutes without corrections. Mr. Solenbarger seconded the motion.

i. **Discussion:** None

ii. **Roll call:** Deeds, *absent*; Lester, *yes*; Solenbarger, *yes*.

The Chair declared the motion passed 2-0.

### 6. Review of Fiscal Officer's Financial Report:

- Annual Financial Report for FY2022
- Bank Reconciliation Report as of January 31, 2023 (Final)
- Fund Status Report as of January 31, 2023 (Final)
- Cash Activity Report as of January 31, 2023 (Final)
- Revenue Status Report as of January 31, 2023 (Final)
- Appropriations Status Report as of January 31, 2023 (Final)
- Vendor-Payee Payment Register as of January 31, 2023 (Final)
- Bank Reconciliation Report as of February 28, 2023
  - Prior UAN Balance: \$1,250,493.23
  - Receipts: +\$37,497.07
  - Payments: -\$26,915.98
  - Adjustments: +0.00
  - Current UAN Balance: \$1,261,074.32
  - Entered Bank Balance: \$1,256,067.53
  - Deposits in Transit: +\$6,822.34
  - Outstanding Payments: -\$1,814.35
  - Adjustments: -\$1.20
  - Adjusted Bank Balance: **\$1,261,074.32**
- Cash Activity Report as of February 28, 2023
- Fund Status Report as of February 28, 2023
  - General Fund: \$558,382.23
  - All Funds: \$1,261,074.32
- Revenue Status Report as of February 28, 2023
- Appropriations Status Report as of February 28, 2023
- Purchase Order Charges as of February 28, 2023
- Vendor-Payee Payment Register as of February 28, 2023

Mr. Lester moved to approve Financial Report items "a-n" as presented and file for audit at a later date. Mr. Solenbarger seconded the motion.

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**Discussion:** Ms. Bradford reviewed the Annual Financial Report for FY2022 and stated that it shows the debt for the Village through 2051. She also updated the committee on potential issues that may arise with the passing of HB1. This Bill is having testimony and being reviewed this week. HB1 could potentially impact the state income tax revenues and tax schedules which would then impact local revenues. It potentially could impact residents in a negative way in regards to income tax vs property tax. This Bill has not been passed yet and is still in the Senate process.

**Roll call:** Deeds, *absent*; Lester, *yes*; Solenbarger, *yes*.

*The Chair declared the motion passed 2-0.*

## 7. Public Participation: None

## 8. Old Business:

### a. FY 2023 Permanent Appropriations:

- i. **Discussion:** The appropriations measure will be on the March Council meeting for approval. Quotes are coming in for the maintenance building updates and the committee would like the appropriations to reflect a not to exceed amount of \$35,000.

### b. Check Budget Compliance Calendar:

- i. **Discussion:** Appropriations measure needs to be approved and submitted to the County Auditor's office by the end of the month.
- ii. **Annual meeting of health district advisory council:** Ms. Bradford asked if we had this as it is on the compliance calendar for the month of March. Mayor Nye and the committee do not believe we have this.

### c. Other:

- i. **Discussion:** Two other items were discussed. Mayor Nye is contacting DLZ to see if they can come to the counsel meeting with details of the invoice. Mayor Nye also updated the committee on the sewer replacement project and informed the committee that we have already done a survey that shows damage to the lines. This is important for the grant we are trying to get.

## 9. New Business:

### a. Other:

- i. **Discussion:** Four items were discussed during new business.
  - 1.) Ms. Bradford brought up that the Fairfield County Health department wanted to know if we will be participating in the mosquito fogging again this year. The committee recommends that we do.
  - 2.) Ms. Bradford received invoices from the Indiana & Ohio Railway Company and was asking if they knew what it was for. After discussion, it was said it is for the lease of the easements around the railways.
  - 3.) She also reviewed the MASI invoices which will need to be a then & now purchase order. The committee recommended.
  - 4.) Ms. Bradford received a resignation from Nicole Dennis from the Assistant Clerk part-time position. She noted that she and Molly discussed and will work out what it will look like workload-wise. Ms. Bradford will check with Nicole as to how many people actually took advantage of the daytime office hours, but she believes it was less than a handful.

## 10. Next regularly scheduled committee meeting is April 11, 2023 at 6:00pm.

## 11. Adjournment:

- a. *Mr. Lester moved to adjourn the meeting at 6:33 pm. Mr. Solenbarger seconded the motion.*

- i. **Discussion:** None
- ii. **Roll call:** Deeds, *absent*; Lester, *yes*; Solenbarger, *yes*.

*The Chair declared the motion passed 2-0.*

# Village of Sugar Grove

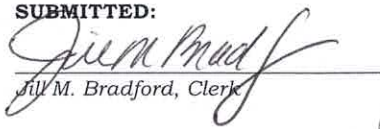
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**SUBMITTED:**

  
Jill M. Bradford, Clerk

**ATTEST:**

  
Hon. Jeff Solenbarger, Chair





## SIGN-IN SHEET FOR VILLAGE FINANCE COMMITTEE MEETING

DATE: March 14, 2023

MEETING TYPE: X Regular or \_\_\_\_\_ Special

IF YOU ARE A CITIZEN ATTENDING THE MEETING, PLEASE SIGN IN BELOW IN ORDER THAT WE MAY PROPERLY RECORD YOUR PRESENCE ON OFFICIAL MINUTES. IF YOU WOULD LIKE TO ADDRESS THE COMMITTEE, PLEASE DO SO DURING PUBLIC PARTICIPATION. IF YOU WOULD LIKE TO RECEIVE FUTURE AGENDAS IN ADVANCE, PLEASE NOTE YOUR E-MAIL ADDRESS. WE APPRECIATE YOUR INTEREST AND SUPPORT. -Jill Bradford, Clerk & Fiscal Officer **\*\*\*PLEASE PRINT LEGIBLY\*\*\***

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