

Village of Sugar Grove

Council Finance Committee – Minutes

September 19, 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:
 - a. Do any act which obstructs or interferes with the due conduct of the meeting, procession, or gathering;
 - b. 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 6:00 pm.

2. Pledge of Allegiance and Silent Meditation

3. Roll Call:

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

Village Officials Present:

Jill Bradford, Chief Fiscal Officer; Shad Goodwin, Village Administrator.

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

4. Approval of Agenda for September 19, 2023:

- a. **Ms. Deeds** moved to approve the agenda without additions. **Mr. Lester** seconded the motion.

i. **Discussion:** None

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

The Chair declared the motion passed 3-0.

5. Approval of Minutes for August 15, 2023:

- a. **Ms. Deeds** moved to approve minutes without corrections. **Mr. Lester** seconded the motion.

i. **Discussion:** None

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

The Chair declared the motion passed 3-0.

6. Review of Fiscal Officer's Financial Report:

a. Bank Reconciliation Report as of August 31, 2023

i. Prior UAN Balance:	\$1,320,096.55
ii. Receipts:	+\$46,848.62
iii. Payments:	-\$120,701.62
iv. Adjustments:	+105.00
v. Current UAN Balance:	\$1,246,348.55
vi. Entered Bank Balance:	\$1,343,766.53
vii. Deposits in Transit:	+\$0.00
viii. Outstanding Payments:	-\$97,419.12
ix. Adjustments:	+\$1.14
x. Adjusted Bank Balance:	\$1,246,348.55

b. Cash Activity Report as of August 31, 2023

c. Fund Status Report as of August 31, 2023

i. General Fund:	\$622,022.72
ii. All Funds:	\$1,246,243.55

d. Revenue Status Report as of August 31, 2023

e. Appropriations Status Report as of August 31, 2023

f. Purchase Order Charges as of August 31, 2023

g. Vendor-Payee Payment Register as of August 31, 2023

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

Discussion: Ms. Bradford reviewed the August monthly financials and explained that the prior adjusting factors have been fixed, except for the 2 online payments that still have not come through on Ampstun.

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

The Chair declared the motion passed 3-0.

7. Public Participation: None

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8. Old Business:

- a. Potential Zoning Rate Changes/zoning violations fees:
 - i. Discussion: The zoning committee should review this at the next meeting.
- b. Check Budget Compliance Calendar:
 - i. Discussion: Ms. Bradford stated that the county auditor will certify the tax levies at the end of the month, and that everything else is normal items on the calendar.
- c. Other:
 - i. Discussion: Mr. Solenbarger asked about mosquito spraying and that he would like to request the spraying weekly. Mr. Goodwin said that the dates he shows for spraying is weekly.

9. New Business:

- a. Cemetery Fence:
 - i. Discussion: Mr. Solenbarger would like the pipes/cable fixed prior to winter for many reasons. It would look better; if someone would run off of the road it would protect the gravesites. We could rent a backhoe to get posts down straight and/or put in new posts. The back fence needs to be cleared also and he would like to see no weed killer used around the stones as it leaves a brown area. He stated that we are supposed to be getting money from veterans this year (possibly November). He suggested a sign that incorporates 2 long stones. The sign would include the name of the cemetery, established date and potentially veterans names in the middle.
- b. Purchase of Maintenance Vehicle:
 - i. Discussion: This vehicle would be a small truck to be able to be used around the village along with running into town and would leave the maintenance truck available for Jeff. Discussion was had on a limit for the truck and a side-by-side is not an option. Mr. Goodwin will get some estimates on used trucks and bring them to the next meeting.
- c. COSE Membership:
 - i. Discussion: Ms. Bradford stated that the membership amount for COSE is \$490 annually and allows the Village to be in a small group pool with other small entities for medical insurance for our full time employees. The council members agreed.
- d. Other:
 - i. Discussion: Many items were discussed including updating the inventory list, especially for tools and such in the maintenance department. Weekly projects lists and purchase orders needed for the projects were also discussed along with schedules for positions within departments. Issues with people stopping past our stop signs was discussed. Speed bumps are not good due to using a snow plow. Paint for white lines at the stop signs was an idea to help. Hiring for the police department was also discussed. It may need to be reposted and all applications go to the Mayor.

10. Next regularly scheduled committee meeting is October 10, 2023 at 6:00pm.

11. Adjournment:

- a. Ms. Deeds moved to adjourn the meeting at 7:01 pm. Mr. Lester seconded the motion.
 - i. Discussion: None
 - ii. Roll call: Deeds, yes; Lester, yes; Solenbarger, yes.

The Chair declared the motion passed 3-0.

SUBMITTED:

Jill M. Bradford, Clerk

ATTEST:

Hon. Jeff Solenbarger, Chair

DATE:

DATE: 9/19/23

MEETING TYPE: Regular or Special

LEGIBLY***

[illegible]

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Line Name: East Logan - Lancaster (T)

Line No.: TLN160:05096 Easement No.: 206

OPTION PAYMENT SCHEDULE

THE UNDERSIGNED:

GRANTOR: Village of Sugar Grove, Ohio, an Ohio municipal corporation

ADDRESS: PO Box 7, Sugar Grove, Ohio 43155

HEREBY OFFER to accept amount as determined in accordance with the schedule below in full payment of the term of an Option to Purchase Easement for an electric transmission, distribution and communication lines, being, in, on, over, under, through and across the land of the Undersigned under an option dated _____, 2023 from the Undersigned to the Company, to wit:

PAYMENT SCHEDULE

Option Term Cost Description:	Option Amount Paid
Option Consideration Paid: \$1,000.00 Lump Sum <i>(Estimated Easement Payment upon Execution: 0.08 acres @ \$8,000.00/ acre=\$640.00+ \$3,500.00 Supplemental Flat Rate - \$1,000.00 Option Consideration = \$3,140.00)</i>	\$1,000.00
Option Term: One (1) year from date of Option with right to extend for six (6) months	
Berne Township, now in the Village of Sugar Grove, Section 3, Township No. 13, Range No. 18, Tax Parcel Number 0070176500, Fairfield County, State of Ohio.	
Total Option Consideration Paid	\$1,000.00

The amount is full payment of the term of an Option to Purchase Easement.

Accepted on _____, 2023

Signed on _____ 2023

Property ROW, LLC Contract Agent for:

Ohio Power Company

GRANTOR

By: _____

By: _____

Field Agent: _____

By: _____

Attach Required W-9

For Office Use Only:

GL	PCBU	Project BPID	Work Order	Account	Dept	CC	Act	ZIP CODE
160	TRANS	P19119017	T10170606001	1070001	10425	942	691	43215

