

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE

FEBRUARY 14, 2019

The meeting was called to order at 5:33 p.m. by Chairman Jim Matuszak. Committee members present were Jim Matuszak, Tim McCarthy, and Becky Williams. Also present were Bridgette Kabat, City Administrator, Laura Alkire, Law Director, Dave Creps, Finance Director, and Steve Bronder, Income Tax Commissioner.

OHIO CAT

Ms. Alkire reported that Ohio Cat received conditional Final Site Plan approval from the Planning Commission for their new site on Eckel Junction Road. One of the conditions of the approval is that Ohio Cat is able to acquire a 2.3 acre parcel of land from the City. Ms. Alkire explained that the City owned property is land locked. She said that CREAD met and recommended approval of the sale of the property to Ohio Cat. A rough draft of a purchase agreement was sent to Ohio Cat's law firm, and Ms. Alkire said she hopes to have legislation to bring to the next committee meeting. Ms. Kabat added that the piece of property has two gas line easements on it, and it abuts the CSX tracks.

FINANCE DIRECTOR'S REPORT

The Committee reviewed expenditures greater than \$5,000 for the month of January. The Committee asked questions about purchasing salt, the wellness center, and tree planting, and the Administration addressed all questions raised. Mr. Matuszak asked about the status of the Fort Meigs Road ditch. Ms. Kabat said that we are waiting to hear back from CT Consultants and hope to have something for the February Public Utilities Committee meeting.

Mr. Creps reported that the Health Insurance Fund is starting out the year very healthy. The balance as of January 31, 2019 was \$997,558.47. He said it is normal to have low claims in January because people are paying their deductibles. He added that the lower contribution rates begin in February.

INCOME TAX COLLECTION

Mr. Bronder reported that income tax collections for January were approximately \$1.9 million dollars which is up 7.8% from January of the previous year. He noted that collections were down in December of 2018 and this could be a timing issue. There was a brief discussion regarding the status of legislation filed on behalf of municipalities against the State regarding municipal income tax collections. Ms. Alkire said that a motion for reconsideration has been filed.

CREDIT CARD POLICY

Mr. Creps presented a copy of the January credit card statement to the Committee for their review. He explained that part of the credit card policy is that Council be given the information, and the President of Council will need to sign off that it has been presented

to City Council. Mr. Creps said that we are working on a form that each cardholder will fill out explaining their purchases. Mr. Matuszak said that he would like an updated list of who has credit cards and their position. Ms. Kabat said that the list can also be sorted by division. Mr. Matuszak also asked that the statement be sent out with the agenda, so they have a chance to review it prior to the meeting in case there are any questions.

2019 BUDGET AMENDMENT

Ms. Kabat gave an overview of additional items in the 2019 Budget Amendment that was sent to Council. She said that she will go back and tweak the letter and the sheet showing the carry-overs that Mr. Creps distributed. Mr. Matuszak asked about additional revenues in the amended budget. Mr. Creps said that there is about \$140,000 in new revenue added, not including the ending balance that was carried over from 2018. The Committee discussed the timeline for approval of the budget amendment and requested that legislation be prepared so a first reading could be done at the next City Council meeting. A second reading will be done at the first Council meeting in March, with passage at the March 19, 2019 meeting.

There being no further business, the meeting adjourned at 6:39 p.m.

Respectfully submitted,

Jim Matuszak, Chairman
Finance & Economic Development Committee

Next meeting: Tuesday, March 12, 2019 at 5:30 p.m.