

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held October 10, 2023

CALL TO ORDER - 5:30 PM

The meeting was called to order at 5:30 by Chairperson Mark Weber.

ROLL CALL

Committee members present were Mark Weber, Tim McCarthy, and Jonathan Smith. Also present were Joe Fawcett, City Administrator, Tim Effler, Law Director, Khayla Trego, Deputy Finance Director, and Steve Bronder, Income Tax Commissioner.

APPROVAL OF 09/12/2023 MEETING MINUTES

There being no objections, the minutes of the September 12, 2023 meeting were approved 3-0.

LIBRARY LEVY

Janel Haas, Director of Way Public Library, explained that their funding comes from the general revenue fund from the State and from a property tax levy under their taxing authority. They have to come to the City to put a 1.9 mill replacement levy on the ballot for March 2024. As in the past, this will be a four year levy. Mr. Weber stated that the library is a gem and it gets more valuable every year. Mr. McCarthy stated that it is a great asset. Mr. Smith added that libraries are good for the community. There being no objections, this is being recommended 3-0 to City Council.

POTTER'S FIELD DONATION

Ms. Trego stated that the request is to donate \$500.00 to the Fort Meigs Union Cemetery for the purchase of a memorial plaque in honor of the people that are buried in Potter's Field. Mr. Smith asked if he should recuse himself, since he sits on the Cemetery Board. Mr. Effler responded that it would be best to do so. There being no objections, this is being recommended 2-0 to City Council.

THEN & NOW PURCHASES

Ms. Trego explained there are four 'then and now' purchases; most of them are blanket issues with timing. There being no objections, this is being forwarded 3-0 to City Council.

DISCUSSION OF THE 2024 BUDGET

Mr. Bronder highlighted two items in the Income Tax Division budget. He said that they are requesting to purchase two fireproof filing cabinets, which they need for their peak time to store documents and payments that have not been logged yet. The other item is to migrate their global search application to the cloud based version. It is currently an application maintained in house. Mr. Weber asked if there will be annual maintenance

fees. Mr. Bronder responded yes, but they will be offset because IT will not have to handle the updates, since the publisher will.

Mr. Effler discussed his department's budget. He stated that legal fees for outside counsel are staying the same. The only big changes are registrations and some CLEs for him to attend training. Ms. Trego added that one other difference for Law is that they increased the hours for the part-time person, in case they need to hire someone different for next year. Ms. Trego noted that the discussion of the 2024 budget will be on November's committee agenda as well.

TAX COMMISSIONERS REPORT

Mr. Bronder noted the estimated income tax revenue for 2024, which has been increased to \$25.5 million. He added that for the month of September, they collected \$2.2 million, which is about 3% up from that time period last year.

FINANCE DIRECTOR'S REPORT

Expenditures >\$5,000

Mr. McCarthy asked about the payment to the Ohio EPA. Mr. Effler responded that, hopefully, we will not be negotiating with them very much longer. Mr. Weber stated that everything looked straightforward to him and that the explanations and ordinance numbers help out a lot.

Health Insurance Fund

Ms. Trego stated that at the end of September the balance was a little over \$1.8 million. The broker received renewal rates higher than anticipated, so he is going back out for bids. They hope to have rates next month, and at that point will reassess.

Quarterly Investment Report

Ms. Trego stated that interest income for the third quarter of the year is just a little over \$700,000.00. Mr. Smith asked where all of that goes. Ms. Trego responded that it gets dispersed based on fund balances and most of it goes to the General Fund.

Quarterly Public Purpose Expenses

Ms. Trego shared the expenses from the third quarter of the year. The committee saw no issues.

OTHER BUSINESS

Mr. Effler requested an Executive Session to discuss pending litigation.

Mr. Smith moved to enter into Executive Session to discuss pending litigation. Seconded by Mr. McCarthy. Ayes: (3). Nays: (0).

The Committee entered into Executive Session at 6:02 p.m.

Mr. Smith moved to return from Executive Session. Seconded by Mr. McCarthy. Ayes: (3). Nays: (0).

The Committee returned from Executive Session at 6:29 p.m.

There being no further business, the meeting adjourned at 6:29 p.m.

Respectfully submitted,

Mark Weber, Chairperson
Finance and Economic Development Committee

Next meeting: Tuesday, November 14, 2023 at 5:30 p.m.