

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held November 12, 2024

CALL TO ORDER - 4:00 PM

The meeting was called to order by Chairman Mark Weber.

ROLL CALL

Committee members present were Cory Kuhlman, Tim McCarthy, and Mark Weber. Staff members present were Joe Fawcett, Amber Rathburn, Khayla Trego, Jennifer Hamilton, Andrew Snyder, Steve Bronder, and Tim Effler.

APPROVAL OF 9/10/24 MEETING MINUTES

There being no objections, the minutes of the September 10, 2024 meeting were approved 3-0.

DISCUSSION OF THE 2025 BUDGET

Ms. Hamilton spoke about the Prosecutor's budget for 2025. She stated that services are increasing due to a contract that will allow them to access Leads Online and NORIS (Northwest Ohio Regional Information System) to improve efficiency. Mr. Snyder presented the Information Technology budget, which has an overall 24% increase from the 2024 budget. He discussed the increase in travel and registration, which is for a GIS conference. Mr. Kuhlman requested that he keep the Personnel Committee updated on the new position for IT. Mr. Bronder presented the budget for Income Tax. He said that the budget for supplies is decreasing because fireproof cabinets were purchased in 2024. Mr. Effler reviewed the budget for the Law Department, which shows an overall decrease of 4%. Legal services are being reduced because there are no union negotiations in 2025. Registrations are increasing due to a training program for unlimited CLE (Continuing Legal Education). In discussion of the Finance budget Ms. Trego noted that the supplies budget includes furniture and scanners. A fourth position, Staff Accountant, has not yet been filled but was budgeted in 2024 and continues to be in the budget to start in April 2025. Mr. Fawcett fielded questions regarding the Administration, Council, Clerk and Mayor budgets. Mr. Kuhlman suggested potentially reducing the Council legal services budget line in the future. Discussion took place concerning capital items and Ms. Rathburn explained that the increase in Other Financing Sources includes capital, transfers from the General Fund setup in the City code, a debt payment and over \$1 million to support the Refuse Fund.

DENTAL INSURANCE FOR 2024

Ms. Rathburn said that after consultation with Savage and Associates, the administration is recommending changing to Paramount Dental for 2025. Paramount is offering a 2-year rate, and moving from the current provider is expected to save the City

over \$50,000 for this time period. The Committee agreed 3-0 to move this on to City Council.

APPROVAL OF CODE UPDATES

Ms. Rathburn stated that this legislation is for the annual update to the City codified ordinances. The committee agreed 3-0 to move this on to City Council.

REQUEST OF 2024 BUDGET ADJUSTMENTS

Ms. Rathburn presented a list of 2024 budget adjustment requests. She gave background information for the adjustment pertaining to the WWTP digester project. Mr. Effler discussed the \$25,000 adjustment for Income Tax legal services. He stated that an invoice was received from Scheer, Green and Burke for court costs associated with collection services dating back to 2010. The Committee agreed 3-0 to move this on to City Council.

THEN AND NOW PURCHASES

Ms. Rathburn presented three (3) Then and Now purchases with a total of \$20,396. The Committee agreed 3-0 to move this on to City Council.

RESOLUTION FOR USE OF INTERNET AUCTION FOR SALE OF SURPLUS PROPERTY (ORC 721.15)

It was explained that Ohio Revised Code section 721.15 requires the City to annually publish its intent to sell surplus property by internet auction. The Committee agreed 3-0 to forward this on to City Council.

FINANCE DIRECTOR'S REPORT

Expenditures >\$5,000

There were no questions from the Committee regarding the October report of payments over \$5,000.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:59 p.m.

Respectfully submitted,

Mark Weber, Chairman
Finance and Economic Development Committee

The next meeting is scheduled for Tuesday, December 10, 2024 at 4:00 p.m.

