

**Minutes of the  
Finance Committee Meeting  
Of  
July 19, 2017**

Attendees:

Trustee Don Jensen – Committee Chairperson  
Peggy McHugh – Finance Director  
Jon Kindseth – Village Administrator  
Trustee Mark Ottersen  
Gene Gross – Superintendent of Public Works

Trustee Regina Miller - Member  
Trustee Linda Sittig – Member  
Sandi Pastell – Recording Secretary - Absent  
Gina Nelson – Public Works Administrative Assistant  
Chris Bouchard – Village Engineer, R.H.M.G

Roll call was taken and the meeting brought to order at 6:00 p.m.

**Points of Action:** Chairman Jensen then asked if there were any updates to the Points of Action from the June 21, 2017 meeting. Jon Kindseth stated there are no new updates.

**June 21, 2017 meeting minutes:**

Trustee Jensen asked about Cracken Cakes. Jon Kindseth stated that there is no real update, but that the Village is going to regulate the occupancy per the parking spaces available. This should limit the occupancy to around 30 people which is quite a bit lower than the present number.

Trustee Miller had questions about the Speedway and them utilizing TIF Funds when there is no money in that account. Jon Kindseth informed the committee as to how the TIF Funds are generated. He stated that the TIF funds are generating increment and that money can be used for businesses in TIF areas and be spread throughout the remaining length of the TIF. No money is given upfront; rather it is based on the increment that is actually generated each year. Jon went on to inform the committee that Speedway is expected to raise more than \$100,000 dollars a year in sales tax for the Village. More discussion was had.

Trustee Sittig asked if everyone had seen the Talk of The County articles over the past few days. Most members had, but she said that it was nice in the past when the articles were copied and passed out at these meetings. Jon stated that the receptionist used to cut those articles out and she is now retired. Trustee Ottersen asked if the members had seen the article in Crain's regarding Beach Park being one of the four hottest suburban real estate markets and most members had not. Jon Kindseth said he would get copies of that article to the committee members.

Chairman Jensen then asked for a motion to approve the June 21, 2017 meeting minutes. Trustee Miller made the motion. Chairman Sittig seconded. By voice vote, the minutes were approved unanimously.

**FY 2017 Budget Amendment:** Peggy McHugh discussed the FY 2017 Budget Amendment and informed the committee that like last year, we had a surplus of funds that staff would like to transfer for future use. Chairman Jensen stated that he was concerned about transferring the surplus into funds that we could not access. Peggy stated that we could still access them should the need arise. Peggy also explained that there are contingencies in place as well.

**Finance Report/State Budget Impact:** Review & Discussion.

**Purchasing Policy:** Peggy McHugh informed the committee that the newly presented Purchasing Policy was cleaned up to mirror what staff was currently practicing. Chairman Jensen suggested that we look into longer contracts for lower dollar amounts as well as joint purchasing opportunities with surrounding communities. Trustee Miller wanted the "acceptance" of gifts on page 13 have a monetary amount depicted in the ordinance as well as a "designee" in the Administrator's absence. Jon stated that both would be addressed. Trustee Miller asked where the dollar amount of \$1500 came from as far as a purchase order goes. Peggy explained that the past dollar amount was \$500 and was cumbersome. Staff will make the suggested changes and bring the policy back to the committee.

**Warrant List:** Review and no discussion.

**New Business:** Trustee Miller brought up the issue of our Code Enforcement Department contracting to do Code Enforcement in the Village of Wadsworth. Trustee Miller wanted to make sure this was going to be worth the Village staff time, not just a “break even” contract. Jon stated that our contract calls for one day a week for the Code Enforcement Officer and ½ day a week for administrative duties. Beach Park will invoice the Village of Wadsworth in a similar way as we do for the Storm Sewer Maintenance agreement that is already in place with them as well as the agreement already in place with Benton Township Office. All services in this agreement will be invoiced by an hourly basis.

**Public Comment:** None

**August 16, 2017 Meeting Date Conflict:** Discussion. Next meeting date will be announced at a later date.

**Adjourn:** Chairman Jensen then asked for a motion to adjourn. Trustee Miller made the motion. Chairman Sittig seconded. Upon a voice vote, the motion was approved unanimously. The Finance Committee meeting was adjourned at 6:36 p.m.

Next Finance Committee Meeting: TBA