

**Village of Middlefield Finance Committee
Minutes July 8, 2021**

The Finance & Ordinance meeting was called to order at 5:30 pm with the following members present: Mr. Sam Morrow, Ms. Kaitlyn Arganti, and Mr. Hornung.

Also present: Mayor Garlich, Mr. Nick Giardina-Fiscal Officer (via teleconference), Ms. Leslie McCoy-Administrator, Chief Tucholski, Lt. Graley and Ms. Jessica Giardina.

Agenda: No additions or deletions to the agenda.

Approval of Minutes: June 10, 2021 meeting minutes were presented for approval. ***Ms. Arganti made a motion to approve the minutes as presented, motion seconded by Mr. Morrow. All in favor: Yeas (3).***

OLD BUSINESS

1. **Village Finances – Discussion:** Mr. Giardina stated that Income Tax Collection is up for the year. Water collection is up compared to last year as is sewer collection. Expenses are down compared to last year. The village is in a very good position financially. Village payroll is down compared to last year; July will be the first month that the village has a three payroll month. The business withholding are up compared to last year. Discussion regarding the debt service payments. Discussion regarding the money coming from the Federal Coronavirus funds.

NEW BUSINESS

1. **Credit Card Reward Points – Discussion:** Mr. Giardina stated that this came up in the last audit and the committee needs to have a discussion once per year regarding the reward points earned on the credit cards. The various options were discussed. Mr. Klein feels that the cash out should be done in the same month each year. Discussion regarding the difference in putting the points on the bill or cashing in for gift cards, if it is equal in monetary amounts. The gift cards have to be used by the village for products for the village; an individual cannot use the points for personnel use. It is the consensus of the committee to discuss at the next meeting.
2. **Resolution 21-11 A Resolution Adopting a Tax Budget for the 2022 Fiscal Year and Declaring an Emergency:** Ms. Giardina stated that she has prepared the budget based on the numbers given by the county auditor. The main change was adjusting for the Cares Act Funds and the American Rescue Plan Funds. **Mr. Hornung made a motion to recommend Resolution 21-11 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
3. **Resolution 21-12 A Resolution Authorizing the Transfer of Funds and Declaring an Emergency:** Ms. McCoy stated that this is the regular quarterly transfer that was suggested by the auditors. **Mr. Hornung made a motion to recommend Resolution 21-12 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
4. **Resolution 21-13 A Resolution Authorizing the Village Engineer to Prepare Plans, Specifications, and Advertise for Bids for the Cedarwood Ct., Oakdale St., Maple Ave., and Elmwood St. Resurfacing Project, and Declaring an Emergency:** Ms. McCoy stated that the village is looking at an approximate cost of \$158,000 per the village engineer. **Mr. Hornung made a motion to recommend Resolution 21-13 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**

5. **Ordinance 21-124 An Ordinance Directing the Fiscal Officer to Create a New Special Revenue Fund Entitled “Local Fiscal Recovery Fund”, to Deposit Funds Received from the American Rescue Plan Act of 2021 through the Coronavirus State and Local Fiscal Recovery Funds, as Distributed by the State of Ohio, and Declaring an Emergency:** Ms. McCoy stated that this is the fund needed to hold the disbursement. **Ms. Arganti made a motion to recommend Ordinance 21-124 to Council, motion seconded by Mr. Hornung. All in favor: Yeas (3).**

EXECUTIVE SESSION:

Pending

- 1) Wage Scale Calculation

ADJOURNMENT

There being no more business before the Finance Committee the meeting adjourned at 6:01 pm.

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