

# CIRCLEVILLE FINANCE COMMITTEE MINUTES 9-20-2022

Tuesday  
September 20, 2022

6:00 PM

City Hall - Council Chambers  
127 South Court  
Circleville, OH.

|                          |                                                                                                                                                                                                                                                                                         |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>MEETING CALLED BY</b> | Chair: Michelle Blanton                                                                                                                                                                                                                                                                 |
| <b>CLERK</b>             | Brandi Spencer, clerked and Linda Chancey typed the minutes.                                                                                                                                                                                                                            |
| <b>MEMBERS PRESENT</b>   | Committee members present Katie Logan Hedges and Todd Brady. Others present were Barry Keller, Tom Duvall; Jeff Hallinin; Caryn Koch-Esterline and Sheri Theis. Invited Guests: City Auditor Mark Bidwell, Deputy Auditor Marcy Cox, Mayor Don McIlroy and Valerie Dilley, HR Director. |
| <b>1. MINUTES</b>        | Brady motioned to approve June 28, 2022; minutes seconded by Hedges. All Yeas.<br>Brady motioned to approve July 13, 2022, minutes, seconded by Hedges. All Yeas.<br>Hedges motioned to approve August 23, 2022 minutes, seconded by Hedges All Yeas.                                   |

## NEW BUSINESS

### 2. An Ordinance Amending The Annual Appropriation Ordinance In The General Fund 101 And Safety Forces .5% Income Tax Fund 227 Of The City Of Circleville

Mark Bidwell explained there are two funds that are increasing, ABM facility fund and the safety forces, Fire Dept received two grants for a new ladder truck and are hiring six fulltime firefighters. Duvall asked Blanton to explained how grants are applied and written by a grant writer and matching funds depending on the grants the City received.

Hedges motioned to forward this ordinance to the October 4, 2022, Council meeting for passage. Brady seconded. Roll call. (3 Yeas – Nays). All Yeas.

### b. An Ordinance Fixing Compensation And Benefits For The Positions Of Council Members, Council President, Treasurer, Mayor, City Auditor, And Law Director Of The City Of Circleville, Ohio. (Chair Michelle Blanton excused herself from Council 's room because conflict of interest)

Valerie Dilley, HR explained this ordinance is prepared every four years before the next general election cycle for 2024 to 2027. Administration, Deputy Auditor, and I suggested that elected official's salary will be increased each year starting in 2024 to 2027. It was suggested that the positions of council members, council president and city treasurer salary increased to .5% each year. The mayor, city auditor and law director recommended salary be increase .3% each year. Dilley explained the health benefits premium for the compensation plan which are the supervisors and department head staff cost decrease the employees cost to 15% and the City will pay 85%. Hedges asked what information led the increase in compensation? Dilley stated other municipality's pay scales were reviewed as well as the pay negotiations with the City's unions. Bidwell stated there is a typo in section VIII that says "The city shall pay 85% and the elected official shall pay 25%..." it needs to say 15%. This needs to be amended. The Mayor explained the determination for the Council members .5% raises.

Brady motioned to forward this ordinance to the October 4, 2022, Council meeting for recommendation for passage. Hedges seconded. Roll call. (3 Yeas – Nays).

### c. An Ordinance Amending Ordinance NOS, 09-65-2015,02-12-2010-11-73-2018, and 12-65-2021 Implementing A Uniform Compensation System For The Non-Bargaining Unit Positions Of The City Of Circleville And Declaring An Emergency.

Bidwell explained this year 5% increase are in line with other cities raises. Brady asked if the City's revenue increased by .5%. Bidwell explained "Yes, it has. It has increased more than .5%." The City tax revenue is up over 20%. Brady asked about a set plan for carrying over in the next year. The Mayor explained the carry over plan is two million this next year.

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This was asked what employees does this raise cover? The Mayor read aloud the non-bargaining dept heads and directors that are included in the raises.  
Kock-Esterline asked about budgeting process for positions and .5% increases and revenue. Bidwell stated the budget presentation will explain the revenue and expense budget.

Hedges motioned to forward this ordinance to the October 4, 2022, Council meeting for passage. Brady seconded. Roll call. (3 Yeas – 0 Nays). All Yeas.

### **d. A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levies And Certifying Them To The County Auditor**

Bidwell explained this is an annual resolution that is part of the revenue budget process. this will go to the County Auditor to get certify for rates.

Brady motioned to forward this resolution to the October 4, 2022, Council Mtg with a recommendation for passage. Hedges seconded. Roll call. (3 Yeas- 0 Nays) All Yeas.

### **e. A Resolution Authorizing Transfer Of Grants Funds From Fund 101 To Fund 257 In Accordance With The Guidelines Established By The U.S. Treasury Office Of Inspector General (OIG) And Declaring An Emergency.**

Bidwell explained the changes, in Funds 257 and Funds 101, there was difference of opinion about what those funds could be spent for. This resolution is reversing Fund 257 and Fund 101 to keep them separate.

Hedges motioned to forward this resolution to the October 4, 2022, Council Mtg with a recommendation for passage. Brady seconded. Roll call. (3 Yeas- 0 Nays) All Yeas

### **f. An Ordinance Amending The Ordinance Known As 07-47-2022 And Declaring An Emergency**

Bidwell explains this ordinance was passed earlier this year for non-transit business tax for Pumpkin Show booths. There was not enough time to make the changes to this year's guidelines (\$15.00 to \$25.00). I would suggest changing the effective year to 2023 to implement the new changes.

Brady motioned to forward this ordinance to the October 4, 2022, Council meeting for passage. Hedges seconded. Roll call. (3 Yeas – Nays).

### **3. Budget Power Point presentation – Auditor Mark Bidwell**

Bidwell explained PP regarding the budget process.  
Hedges motioned to recess the Finance meeting for the Public Hearing that was scheduled at 6:45 pm and will resume the Finance mtg after the Council meeting at 7:00 pm. Seconded by Brady. All Yeas.  
Hedges motioned to come back into the Finance cmte mtg. to finish the Finance PP presentation. Brady seconded. All Yeas.

### **4. Old Business**

None was discussed

### **5. Adjournment**

Brady motioned to adjourn the Finance meeting. Hedges seconded. Motion carried.