

CIRCLEVILLE FINANCE COMMITTEE MINUTES 4.30.2024

Circleville City Finance Committee convened in City Council Chambers, 127 South Court St, Circleville, OH. on Tuesday, April 30, 2024, at 5:00 p.m. Roll call: Present: Chair Katie Logan Hedges, Committee member Tom Duvall, and Clerk Melissa Burns. Absent member: Jeff Hallinin. Invited Guests present: Auditor Mark Bidwell, Jim Stanley, and Hannah Wynne.

Call Meeting to Order and Roll call.

Duvall motioned to approve the March 26, 2024, minutes. Hedges seconded. Motion carried.

1. New Business :

a. AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN THE GENERAL FUND 101 CAPITAL IMPROVEMENT .4% INCOME TAX FUND 206 MUNICIPAL COURT SPECIAL DOCKET GRANT FUND 266 CAPITAL IMPROVEMENT FUND 306 WASTEWATER OPERATING FUND 808 SANITARY SEWER OPERATING FUND 909 AND SEWER REPLACEMENT FUND 934 OF THE CITY OF CIRCLEVILLE.

Discussion: Bidwell stated there are four different line items that are increasing under General Fund 101. \$10,000 will go to the Fire Department for increased IT, internet, and software costs. \$60,000 will go to the Service Department for park improvements. This is part of the ODNr Grant Reimbursement and PCF Grant Funds. \$1,500 will go to the Law Director's office for the increased cost associated with the high volume of public records request. The Service Department will also have \$367 reallocated back into Fund 101 for a Govdeals sale. Fund 206 will be increased by \$58,659.80 for reimbursement of the ODNr Park Improvements Grant. Fund 266 will increase by \$10,000 to help cover the cost of drug testing and recovery support. This was requested by Judge Peters and funded by a CCA Grant. Fund 306 will increase \$20,000 for a camera system for the Fire Department. Both Fund 808 and Fund 909 will be increasing by \$843.47 for reimbursement of insurance checks to both the Water and Sewer Departments. The Sewer Replacement Fund 934 is increasing by \$90,000 for a contract payment and \$50,000 for money that was requested at the beginning of year, but funds were not yet available. Hedges asked if the \$20,000 camera system was previously budgeted for. Bidwell stated it was not, but they have had a few other requested items that were. Stanley stated the Fire Department was debating using the previously approved budgeted funds towards the camera system but was informed that funds are also available for this separate request.

MOTION-ROLL CALL-VOTE. Duvall motioned to forward the Ordinance to the next Council meeting on May 7, 2024, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

b. AN ORDINANCE AMENDING ORDINANCE 04-25-2024 ESTABLISHING A SALARY FOR THE POSITION OF A CITY PLANNER POSITION WITHIN THE DEPARTMENT OF THE CITY PUBLIC SERVICE AND DECLARING AN EMERGENCY.

Discussion: Stanley stated this Ordinance is to pay for the salary of the new City Planner position. This position will use the same line-item funds that are currently paying for the Zoner Inspector. Some additional funding will be needed. Stanley hopes that in the 2nd half of 2024, funds will become available to fund both the City Planner and the Zoning Inspector positions. Stanley stated the City desperately needs both positions. Hedges agrees and wants to refill the ZI position as soon as the City can.

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Duvall spoke to say Council heard from P3 who expressed the importance of planning and staying in front of the planning phase because a lot of things are happening in the City.

MOTION-ROLL CALL-VOTE. Duvall motioned to forward the Ordinance to the next Council meeting on May 7, 2024, with a recommendation for passage. Hedges seconded. Roll call (2 Yeas – 0 Nays) Motion carried.

2. **Old/Other Business:** Hedges announced another Finance Meeting is scheduled on May 13, 2024, at 6pm. The purpose of this meeting is to discuss a potential Safety Levy Ordinance that will be coming from the Mayor.

Duvall Motion to adjourn at 5:12 p.m., Hedges seconded. Motion carried.

Minutes prepared by: Melissa Burns, Clerk.