

Sunbury Finance
Committee Meeting Minutes
March 16th, 2022
6:30 PM

I. Call to Order- Tim Gose opened the Sunbury Finance Committee meeting at 6:30p.m., Wednesday February 16th, 2022, in Council Chambers.

II. Roll Call- Those answering roll: Joe St. John, David Martin, Cindi Cooper, John Grumney, Tim Gose and Murray Neff. Also in attendance were City Engineer David Parkinson, Administrator Steve Pyles and Fiscal Officer Kathy Belcher. Damin Cappel was absent.

III. Minutes- February 16th, 2022, minutes were reviewed. Motion by David Martin and seconded by John Grumney. 6 yeas, minutes approved.

IV. Visitors- None.

V. New Business

Mowing bids

They discuss the two bids received, one for \$5,800 and one for \$8,200. They determine that it would be best to accept the offer for \$5,800 and renew this for 3 years with a 5% annual increase. However, they will talk to solicitor Brehm and discuss further in council.

Compensation Study

Steve Pyles discussed that the wastewater and services departments have trouble retaining employees because the compensation rates are not competitive for the area. From research, he had found that Sunbury's compensation rates are anywhere from 12% to 27% below market rates. Joe St. John stated that he believes what Steve and Daryl have come up with is a good start, however he believes to be competitive with the neighboring municipalities, i.e. Johnstown, Westerville and Delaware County, the rate would likely need to be higher. He asked for them to keep working and would like to discuss this again.

Grant monies discussion

American Recovery act grant money will be available and a discussion about different items the grant money could be used for. Joe St. John stated that it seems that the money would be best spent investing in the sewer.

Lett's Avenue Sanitary Sewer Maintenance/Repair



Dave Parkinson explained to the committee about an issue on Letts Ave that will need fixed, and it will be expensive. He discussed solutions, and then it is suggested that going forward there should be an annual budget for the sewer.

Director of Finance Job Posting

Joe St. John announced that Kathy Belcher will be retiring at the end of the year. They would like there to be a three month overlap during budgeting with the new finance director. He also thanked Kathy Belcher for her service to Sunbury.

Facilities Planning Scope of Work

Joe St. John reported that they have been looking into bringing in a consultant/coordinator to help stick to necessary timelines with remodeling of municipal facilities.

General Fund YTD Expenses are up 63.35% compared to this time last year. This is a jump in the moving of actual dollars to other funds including the Capital Projects Fund and the Park fund

General Fund YTD Revenue in 2021 was \$630,111.64 and in 2022 increased to \$703,478.44
An increase of 11.64%

VI. Reports

Investments

Fifth Third Bank – Statement included. Currently interest earned at Fifth Third ranges from .17% to 1.8% with a two-year window.

Star Bank – Statement included

Currently Star Ohio is paying .20% interest equals to .0020

Bank Reconciliation

Bank balance of	17,272,901.83
Star Ohio	8,245,128.55
Fifth Third	7,842,870.15
First Commonwealth	1,184,903.13

MTD/YTD CURRENT REVENUE REPORT 2022.02

General Fund

- The beginning year fund balance was \$9,994,378.25 with the current balance is 5,697,241.60 showing a decrease of \$4,297,136.65. Keep in mind that part of planning process was to transfer 4,000,000.00 to a Capital Projects Fund, keeping that in mind the General fund actually decreased \$297,136.65.
- Through February year to date revenue should be at 16.66%. In actuality we came in at 13.05%. With the leaders being Income Tax at 16.61%, Local Government fund is at 26.90%. Real Estate Tax came in at 0% (first half collections have not been collected yet).
- **Building Permits are coming back up coming in at 14.23%.** – This is more of a budgeting process; I have tried to plan for the actual building for this year.
- Interest income is at near zero, I expect the interest rate to remain low throughout 2022.

Street Fund

- The beginning balance was \$418,793.05. Current balance is \$465,729.05.
- Gas Tax Collections are at year to date \$47,991.04, 13.41% of estimated revenue. The entire fund is at 13.05% of the estimated revenue.

Impact Fees Police

- The beginning balance of the fund was \$85,266.60. Current balance is \$86,542.35 Collections for January are at 25.52% of budget.

Impact Fees Municipal Building

- The beginning balance of the fund was \$4,556.13. Current balance is \$7,107.65. Revenue is at 25.52% budget.

Sewer Fund

- The beginning fund balance was \$4,767,782.44. Current balance at \$4,631,508.24
- Customer Usage is at 17.02%
- Entire fund at 14.20% of estimated budget

** Note in the month of January we have not received any payments from the OWDA loan.

MTD/YTD CURRENT EXPENSE REPORT 2022.02

General Fund

- The current expenses are at 44.55%
RITA is one of the leaders in the expense 13.82% of the expected 100%.

***NOTE

One of the reasons the General expenses seem high, keep in mind we transferred out from General to the Capital Projects Fund. A transfer in General shows as an expense.

Street Fund

- Expenses for the Street Department came in at \$7,796.58. 1.9% of the budgeted \$400,000.00.

Sewer Fund

- Expenses are at 18.37% of budget
- Chemical expenses are at 8.79% of budget
- Supplies are at 19.42% of budget.

** NOTE

Keep in mind that one of the reasons that Sewer Fund Expenses are high, the first loan payments are due in January.

VII. Adjournment - Motion to adjourn by David Martin seconded by Damin Cappel, upon roll 6 yeas, meeting adjourned 7:15p.