

# RECORD OF PROCEEDINGS

## VILLAGE OF PLYMOUTH Finance Committee Minutes

June 2, 2020

Finance Committee met in the Mary Fate Park on Tuesday, May 19, 2020 at 3:00. It was recorded and available to view via link on Facebook. The following were present:

Councilwoman, Joan Felver	Administrator, Tom Rusynyk
Councilwoman, Susan Moore	Police Chief, Thomas Hintz
Councilwoman, Elaine Root	Mayor, Cassandra Fryman
Administrative Assistant, Rebekah Fearing	Fiscal Officer, DiAnn Jamerson
Utility Clerk, Deb Cassidy	

Visitors: Janet Lybarger

Mrs. Felver briefly went over the differences between the funding and percentages the school receives compared to the Village. The School receives more funding from the State of Ohio than the Village does. They are currently waiting to see what cuts will be made to their funding.

Utility Clerk Deb Cassidy stated she was asked to look into past due accounts. Current past due amount is approximately \$ 15,542.00. This includes item past due prior to COVID-19. Rental properties fall back on the landlord. She is currently trying to collect from the tenant. Landlords get duplicates of late / shut off bills and notices. Not all rental properties have a security deposit on file. It depends on the landlord. Some of them waive the security deposit. It was stated that approximately 75% of the past due bills are renters. Electric shut off notices will be done on May 4<sup>th</sup>. Disconnects will be the next week. If needed payment plans will be done.

It was asked about Greenwich utilities. It was stated they have the same as us except they do not have garbage and have a sewer surcharge.

### Park

It was asked if there have been refunds. It was stated some refunds have been made. Concerns were heard about park rentals and playground equipment being closed. It was stated that playgrounds have not been opened yet. It was stated when people are making or confirming their reservation we need to let them know the playground equipment is still closed and encourage them to bring their own games and such.

Rebekah stated that every weekend from now until Labor Day there is at least one rental. If calls had to be made there are 33 families to be contacted.

### Taxes

Mrs. Felver stated Rebekah has been collecting back taxes and Mayor's Court payments. She verified we can go back 3 years to collect taxes once filed and 6 years if they have not filed. We are currently allowing payment plans and if they pay their plan in full at the arranged time the penalty and interest will be waived.

### Finance Office

Mrs. Felver stated she has had several conversations with the Fiscal Officer regarding the funds that could be affected by state funding. They are the General, Street, State Highway and Permissive sales. The Huron County Auditor stated they were told to expect a 20% cut in gas and mvl tax. Those cuts deal with the Street, State Highway and Permissive funds. It is still undetermined what the cut will be to local government funds. In prior years the local government fund has averaged about \$ 50,000. So it is felt the cut by the State would have some impact but not as much as bigger cities. The area where it could impact the Village is with our income tax. But at this point it is unknown to what extent. It depends on if and for how long residents were laid off.

Mrs. Felver asked the Fiscal Officer to go over the funds, and revenue and appropriation codes.

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The Fiscal Officer went over the various funds and explained that each fund operates as its own entity or checking account. One fund cannot give or pay for items that is not the function of the fund. The only fund that can transfer or pay for anything is the general fund.

The Fiscal Officer went over the various types of revenue in each fund and explained the codes. She also went over the appropriation codes.

Mrs. Moore asked if there was a report that showed what each department's budget was. The Fiscal Officer stated that would be the appropriation status. She was looking for something a little different. She wanted something that broke each department down, such as Police, Utilities, Tax, ect. The Fiscal Officer stated UAN does not have a report that displays it that way, she would manually have to create one in excel. But she thought the Certificate of all Sources and the amended certificate of resources might be helpful for her to see. The Fiscal Officer stated she would get copies for her.

### Pool

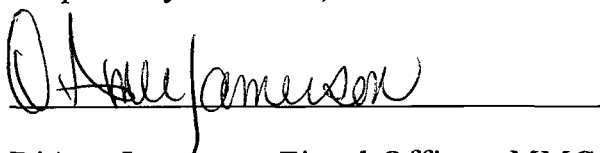
The last item discussed was the pool. Mrs. Felver asked the Fiscal Officer to prepare something showing the revenue and expenses from last year.

The Fiscal Officer reported that last years revenue for the pool was \$32,386.80. A donation of \$19,550.00 was received, which is included in that total. Appropriations or expenses last year were approximately \$25,500.

The expected revenue for the pool this year is approximately \$16,200.00 plus an approximate \$6,400.00 carryover from last year. Appropriations for this year are set at \$23,062.64. In past years the cost to run the pool has been approximately \$25,000.00 at a minimum. The Fiscal Officer stated her concerns in regard to the pool and increased costs due to covid-19. On top of the cost to repair the leak. She stated at this time there is no additional funds in the budget to transfer from the general fund.

Finance meeting was adjourned and the next meeting was not set.

Respectfully submitted,



DiAnn Jamerson, Fiscal Officer, MMC