

VILLAGE OF HARVEYSBURG
FINANCE COMMITTEE MEETING

JUNE 21, 2017

The meeting was called to order at 10:02 A.M. Roll call was taken with Mayor Verga, Kevin Martin, Doug Trimble, Chief Pottenger, and Dawn Ward all present. A motion was made by Mayor Verga, seconded by Mr. Trimble, to excuse Pat Bennett. All were in favor.

There were no guests or residents present.

A motion was made by Mr. Martin, seconded by Mayor Verga, to approve the minutes from the June 7, 2017 meeting. All were in favor.

UNFINISHED BUSINESS

The reconciliation of the Mayor's Court account was discussed further. It was suggested by Mr. Martin to open a new account at the beginning of the year to start with a clean slate due to the inability to find where the discrepancies are. Mr. Trimble suggested having BGI look into it although they may charge a fee which could be taken out of the Mayor's Court computerization fund. A suggestion will be made to council to go forth with the fee if needed.

NEW BUSINESS

Procedures for purchasing were discussed due to a purchase made that was not approved by the fiscal officer prior to the purchase. The fiscal officer stressed the importance of making sure all purchases have estimates (if needed), requisitions, and the P.O. done prior to purchase unless it is an emergency situation per the auditor. Mr. Martin voiced many concerns on compliance issues regarding payroll procedures to Chief Pottenger.


The 2018 budget was discussed. The fiscal officer presented both 2016 and 2017 to date revenue and appropriation reports to see if any changes need to be done. Large budget items for streets well as what an appropriate amount to transfer from general fund to police levy fund were discussed. There will be further discussion for input at the next council meeting.

Mr. Trimble recommended merit raises of .50 each starting July 1 for both the Mayor's Court Clerk and Fiscal Officer based off of the yearly review. It will be recommended to council upon closer review of the 2017 budget.


A motion to adjourn was made at 11:54 by Mrs. Ward, seconded by Mr. Trimble. All were in favor.

FINANCE MEETING SIGNATURE PAGE

JUNE 21, 2017


Richard Verga, Mayor

7-10-17
Date


Kevin Martin, Council Pro-Tem

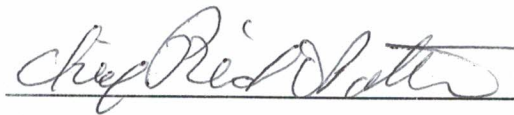
7-10-17
Date


Pat Bennett, Council Member

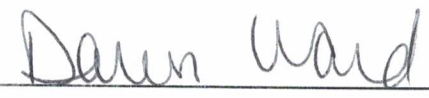
7-10-17
Date


Doug Trimble, Village Administrator

7-13-17
Date


Richard Pottenger, Chief of Police

10 Jul 17
Date


Dawn Ward, Fiscal Officer

7-10-17
Date