

RECORD OF PROCEEDINGS

Village of Harveysburg – Finance Committee

MARCH 25, 2019

CALL TO ORDER: Fiscal Officer Faulkner (FO) called the meeting to order at 6:14 pm.

ROLL CALL: () Mayor Verga, (x) John Faulkner, (x) Bill Combs, (x) Steve Cochran, () Pat Bennett, (x) Chief Pottenger.

Mr. Cochran moved, Mr. Combs 2nd. to excuse Mayor Verga & Pat Bennett from tonight's meeting. All members present voted aye, motion approved.

APPROVAL OF MINUTES: Mr. Cochran moved to approve the minutes from February 25, 2019, Chief Pottenger 2nd. a voice vote followed: All members present voted aye. Motion approved.

UNFINISHED BUSINESS:

- (1) Up-dated report on the Federal grant award for a police vehicle. The Police Department received notice the grant was finally approved during the 4th qtr-2018 as a reimbursement type grant. The F O will need to have an appropriation adjustment in order to have moneys available to pay for the vehicle. The Police Chief has advised the vehicle in Van Wert, Ohio has been sold. The Chief has located another unit in the Memphis, TN area. The Chief was present for the Council meeting and brought everyone up to date on the vehicle hunt situation. This vehicle dealer location was the Mark McLarty Ford/Lincoln dealership in North Little Rock, Arkansas. The Chief will fly down the first weekend in April to inspect and take delivery of the new vehicle and drive it back to Harveysburg.
- (2) The air-handler replacement equipment has not been received. Payne Heat & Air LLC advises the equipment is on order.
- (3) The fire safe 4-drawer file cabinet for the F O was revisited, approved by the Finance Committee and will be forwarded to Council. The fire file has been purchased and is in service.
- (4) The F O revisited the switch to electronic funds transfer / direct deposit. Finance Committee and Council has previously approved the change from manual warrants to ETF/direct deposit. Following the instructions outlining the procedure, Council needs to approve one of two electronic operating procedures. Council voted to move forward with the Data Entry method that allows the UAN entry to be posted directly into the bank's website without wasting warrants.
- (5) The Council determined the 'direct deposit' method will be best for the employer and employees. All payroll will be the 'direct deposit' method. Next step, meet with the bank for their specific instructions and coordinate with UAN, plus finish collecting the employee data.

NEW BUSINESS:

FISCAL OFFICER'S REPORT:

(1) The FO covered his report in the old & new business. No additional items to report.

ADJOURNMENT: Having completed the business at hand, Mr. Faulkner set April 22, 2019 at 6:00 pm for the next finance committee meeting. Mr. Combs moved, Mr. Cochran 2nd to adjourn. All members voted aye. Time 6:41 pm.

Respectfully submitted,

John Faulkner