

VILLAGE OF BENTLEYVILLE

FINANCE COMMITTEE MINUTES

Wednesday December 16, 2020

Zoom Meeting

ATTENDEES

- X Ken Kvacek, Council Committee Chairman
- X Ryan Rubin, Council Committee Member
- X Nickol Sell, Fiscal Officer

Council members also in attendance: Kathleen Hale, Kathleen Esposito, Alex Goetsch, Terry Hemmelgarn and Mayor Len Spremulli

The meeting was called to order at 6:25 p.m. by Ken Kvacek.

Minutes from the prior meeting were reviewed and approved.

Chairperson Report

Ken noted that there will be several finance related items on council agenda for consideration, Approval of accounts payable and a resolution for budget revision as well a review of the proposed 2021 budget.

Fiscal Officers Report

1. ACCOUNTS PAYABLE: Nickol distributed and reviewed the accounts payable for the month of December 2020.
Expenditures of \$141,709.68 were reviewed and approved by the committee.
2. FINANCIAL STATEMENTS: Nickol provided a review of the statements that were previously distributed. The financial statements were reviewed and approved.
3. INCOME EXPECTATIONS: Nickol presented the YTD RITA income that was provided by RITA. December receipts were \$46,721.00. The income from RITA is 5.02% higher than YTD 2019. We completed the year with Rita Income of \$990,569 which was the highest RITA income in the last 7 years. We believe some of the increases were due to additional residents and prepayment.

Old Business:

- Nickol reviewed that RITA sent 149 letters to residents that had not filed tax forms to identify if any funds are due the village. RITA has received \$2,772.51 in additional taxes with potentially an additional \$53,000 outstanding. RITA will continue its review process and will advise as additional information is available.
- Council women Esposito is awaiting estimates for the roof repairs.

New Business:

- Reviewed the 2021 appropriations ordinance for the village.
- Reviewed ordinance amending the budget for 2020
- Discussed process for hiring of a 3rd permanent part time employee for the service department.
- Discussed with council the request of the Mayor to form a committee to review the Employee handbook and the current policies and procedures. Nikki will circulate copies of the documents to review prior to a meeting to discuss.
- Reviewed the new ordinances for the Law director and Village Engineer contracts
- Reviewed the compensation ordinance for fiscal year 2021

The meeting adjourned at 6:59 pm.

The next meeting is scheduled on January 20, 2021 at 6:30 p.m. via Zoom

Minutes submitted on 1/08/2021 by committee chairman Ken Kvacek