

**Village of Germantown Hills**  
**Finance Committee Meeting Minutes**

**March 24, 2016 - 5:00 p.m.**

**1. Call to Order/Roll Call/Minutes Approval**

Chairman Amy Pace called the meeting to order at 5:00 pm, and roll call was taken.

<b>Village President/Trustees</b>	<b>Roll Call</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
Amy Pace-Chair	Present	Y	Y	Y				
Jeff DeGroot – Village President	Present	Y	Y	Y				
Todd Rice	Present	P	Y	Y				
Marty Clinch	Present	Y	Y	Y				
Julia Miller	Present	Y	Y	Y				

Also Present:

Rich Brecklin, Superintendent of Public Works  
 Jim O’Laughlin, Village Trustee  
 Scott DeSplinter, Village Engineer

**a. January 14, 2016 Meeting Minutes**

**A motion** was made by Marty Clinch to approve the January 14, 2016 minutes. The motion was seconded by Amy Pace. **Motion passed #1.**

**2. Approval of Journal Entries and Interfund Transfers**

Ann Sasso explained the journal entries since the last finance meeting. Most of the entries were due to the moving of funds to new accounts.

A motion was made by Julia Miller to approve the journal entries. The motion was seconded by Jeff DeGroot. **Motion passed #2.**

**3. Discussion and update on the FY 15-16 Budget and FY 16-17 Budget**

We are starting to work on new budget numbers. All the committee's should start looking at potential expenditures and projects to be included in the next fiscal year's budget. Ann Sasso explained there are some line items that exceed the budgeted amounts but were board approved projects.

**4. Discussion and update on the sewer facility plan improvements and finances**

Scott DeSplinter explained the need to update the board on the facility plan process which includes the projects and the implementation progress. Scott summarized the projects and where we are at on each of them.

Scott noted the reason the sewer trunk line project is important that instead of building a tank to help remedy the problems of flooding at plant #1 they came up with the idea to divert flow to plant #2 where there is additional capacity and storage. This trunk line project will also serve as a benefit for an additional developable area.

The WWTP #2 collection improvement project includes the remainder of the lining and improving some of the bottlenecks within the sewer system. This project has been partially completed.

Scott explained project #3 is running about 6 months behind due to the plant 1 delay and the start up of the Anker Lane road extension project. This was done to not overload staff. Scott discussed the proposed timeline. In the meantime a developer has approached the Village and would like the Village to expedite phase 1 of the trunk line project the Village has already started in order to serve their property. This would not allow the Village to utilize SRF funding for the first phase but instead the Village would use local funds. This project was already planned as a part of the facility plan the only difference is that the Village will be doing the project in two phases to allow for the development in order to get users on the sewer system.

Scott noted he should have an estimated cost in April. The plan would be to use SRF funding for phase two, Whispering Oaks lining and reimburse the Village for engineering costs that would be paid as a part of phase 1.

Scott reviewed the budgetary numbers going forward. He discussed proposed costs, fund balances, projections and sewer rates. It was discussed the sewer hookup fees and sewer user fees will eventually help offset the cost along with the funds in the operating sewer fund and sewer hookup fee account. He noted if we can stay on the timeline the Village should be able to take bids by June 1st with an August 15th date of notice to proceed to the contractor.

The next step is for the Village to get an easement from the property owner which is being put together.

### **Discussion and update on the FY 15-16 Budget and FY 16-17 Budget**

Ann Sasso asked if it were acceptable to purchase a Village promotional item to include in the Chamber welcome bags for new Village residents and the GPEDC welcome bags for new residents moving into the region. The committee agreed and discussed possible ideas.

Bill Streeter stated he wanted to call it to the attention if the Village is inclined to adjust the board compensation it needs to be done 180 days prior to the next election. There is plenty of time but suggested they discuss it rather than waiting. This will be discussed when there is more time.

## **5. Adjournment**

**A motion** was made by Marty Clinch to adjourn the meeting at 5:55 p.m. The motion was seconded by Todd Rice. **Motion passed #3.**

Ann Sasso, Village Clerk