

VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING FINANCE COMMITTEE

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A meeting of the Finance Committee of the Village of Brooklyn Heights, Ohio was held on January 19, 2021 at 6:00 pm with Councilman Walsh presiding.

Present at roll call:	Councilmen:	Blados, Lahiff, Lasky & Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Frank
	Engineer:	Henry
	Police Chief	Meade
	Fire Chief	Stefanko

Clerk/Treasurer Frank gave an overview of the finances ending on December 31, 2020.

- General Fund ending 12/21/2020 is \$1.5 million
- Estimated receipts for 2021 is \$7,156,704
- Appropriations for 2021 \$7,793,000
- Estimated ending balance 12/31/2021 - \$864,000
- Incentive rebate to VNA and NIDEC for 2021 is \$300,000
- Retiree Fund (204) has \$103,000 which should cover any retiring employees in 2021
- Capital Improvement Fund has \$507,000 which includes \$273,000 deposit from BWC one time rebate. We continue to put 5% per month in this account.
- Capital Improvement appropriations for 2021 is \$232,000.
- ALL FUNDS
 - 1/1/21 beginning balance \$3.2 million
 - Estimated receipts 2021 \$8.3 million
 - Appropriations 2021 \$8.9 million
 - 12/31/21 ending balance \$2.6 million
- Council had no questions of Mr. Frank

POLICE CHIEF

- Chief Meade went over his budget line by line.
 - The FTO salary line was eliminated because it is included in the salary line.
 - Park Security salaries are lower / 4 park security officers
 - Eliminated the Jail Keepers salary because we don't have an operating jail
 - Secretary salary is up per the percentage agreement.
 - Many lines stayed the same some were increased or decreased.
 - Mr. Frank clarified that the PERS \$15,000 line item is for Part-time Auxiliary and the Secretary.
- All other salaries are included in the salary line item.

ENGINEER

- Mr. Henry discussed the 2021 Capital Improvement Fund
 - Paving program- \$100,000
 - 5th Street finishing program- \$65,000
 - Guard rail down Granger Road - \$10,000
 - Streets program / Galway - \$350,000 for complete restoration
 - Sanitary is covered with the Sewer Fund
 - Playground improvement would be in 2022 depending on the funding status of CDSG
 - Cleveland Water – we will apply for repair/replacement for the numbered streets, work to be in 2022
 - Regional funding would be cost in / cost out. If we spend \$50 we get \$50

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Mr. Blados asked where the 5th Street finishing project is and Mr. Henry said it is South to Tuxedo. They will do full depth repairs and then chip & seal the street like North & South Streets. Mr. Henry said we will receive reimbursement from Cleveland Water at the close of the project.

COMMUNITY SERVICES

- Mrs. Guilfoyle said her budget is the same as 2020 with the following exceptions/additions:
 - Travel Transportation – standard numbers
 - Postage – increase to \$2,500 due to the monthly Golden Outlook and mailings by the Mayor's office
 - Senior Snow Removal is in the last year of a three-year contract and the cost will probably increase for the next season
 - Senior Lawn Cutting is done by the Service Department but the line item covers some incurred costs.
 - Meals on Wheels is fully subsidized by the users and the line item shows the money paid out to Lori's Catering for the meals.

SERVICE DEPARTMENT

- Mr. Hatgas said her budget is the same as 2020 with the following exceptions / additions:
 - Street Lights – increase budget due to increase in rates and supplies
 - Traffic Signals – no change
 - Parks – increase by \$1,000 due to additional electricity use during the summer. COVID had limited the use of the field lights, concession stand and bathrooms in 2020.
 - Service Department – status quo
 - Road Salt – we are required to purchase 540 tons of salt at a cost of \$63.41 per ton.
 - Buildings – keep the same due to limited use in 2020

Mr. Walsh asked Mr. Hatgas if he is happy with KIMBLE and Mr. Hatgas said he is and that we have a very good working relationship with them.

Mr. Frank said they will be shopping for Healthcare very soon. He is lining up presenters. Mr. Blados will call a Wage and Salary meeting to discuss moving forward on the renewal issue.

Asst. Chief Lasky asked Mr. Henry if it would be possible to replace some of the concrete sections in front of the Fire Station. It is breaking up and causes some problems when plowing it. AC Lasky would also like to talk to Mr. Henry regarding waterproofing around the building where the water is coming in and soaking the carpet in the basement rooms.

Mr. Frank said he spoke with Recreation Director Kryznowek, Soccer Commissioner Shadd and Building Inspector Nino Monaco and they all said their budgets will stand as last year with no changes.

MAYOR AND ADMINISTRATION

- Move the \$8,500 for codifying the ordinances to 2022 due to the Charter Review Commission meeting in 2021 and possibly making any necessary changes.
- No changes in the Clerk/Treasurer budget
- Mr. Frank will check the archives to see what has been budgeted in the past for the Charter Review Commission.
- No changes in Law Director budget
- There is \$159,000 in a West Resource Drive fund that Mr. Frank would like to move. He will work with Mr. Dowling to see if we can move the money into a working fund.

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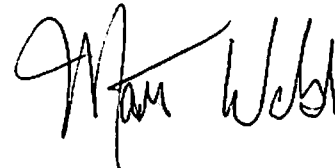
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Mr. Walsh called the next Finance Committee meeting for Tuesday, Feb. 2, 2021 at 6:00 pm to discuss the Fire Department budget and move into discussion of the Capital Fund.

Councilman Walsh asked if there was any other business to discuss at the Finance Committee meeting. If there is no further business the meeting is adjourned

A handwritten signature in black ink, appearing to read "Matt Walsh", is positioned above the printed name.

Councilman Matt Walsh, Finance Committee Chairman