

**Village of Richmond
5600 Hunter Drive
Finance Committee
Special Meeting Minutes
February 20, 2020**

The Special Finance Committee meeting held at the Village Hall, 5600 Hunter Drive was called to order by Chairman Toni Wardanian at 5:00 PM.

Members Present: Trustees TJ Fulmer and Toni Wardanian and Village President/Chief Executive & Finance Officer Craig Kunz.

Members Absent: None.

Other Employees/Officials Present: Finance Clerk Kristen Murphy (left at 5:35 PM) Interim Supt. of Public Works Jon Schmitt, PW Crew Leader Tim Koenig (both left at 6:15 PM) and Village Clerk Karla Thomas.

Public Comments: None.

New Business: Finance Clerk Murphy presented the anticipated revenues for Water/Sewer for Fiscal Year 2021. Craig Kunz noted that water/sewer rates will increase by \$10.50 per 1,000 gallons over the 4,000 gallon minimum as adopted by ordinance effective May 1, 2020. He suggested that the committee look at increasing the debt service surcharge and the additional unit charge to help offset expenditures. Clerk Thomas then presented the Memorial Hall expenditures for the Fiscal Year 2021. Interim Supt. Schmitt presented his Streets budget for FY 2021, which included half the cost for a mini-excavator, a 1-ton dump truck with plow and pickup truck. He explained that salary percentages were increased in the Street budget to reflect a more realistic figure. Beginning in May 2020 he will begin having staff complete a daily log of hours spent by department, which will help to accurately account for staff time.

Trustee Comments: None.

Adjournment: *There being no further business to discuss, Trustee Fulmer moved, seconded by Trustee Wardanian to adjourn the February 20, 2020 Special Finance Committee meeting. The motion was unanimously approved by voice vote.*

Meeting adjourned at 6:15 PM

Respectfully Submitted,
Karla L. Thomas
Village Clerk