

Minutes of the Finance and Audit Committee
SHEFFIELD LAKE, OHIO
February 20, 2024

This regular meeting of the Finance and Audit Committee was held Tuesday, February 20, 2024. Chairman Cizl called the meeting to order at 7:00 PM.

ROLL CALL OF MEMBERS:

Present: Cizl, Rosso, Wtulich, Kovach, Gee, DeBottis, Stark, Petrucci, Mayor Radeff, Finance Director Fallis, Law Director Graves, Service Director Hastings.

Excused: None.

Attending: Citizens, Park Board Chairman Wright.

PRESENTATIONS: None.

FINANCE DIRECTOR'S REPORT:

Finance Director Fallis reports the proposed appropriation ordinance before you today has four items. We are increasing the appropriations for expense items. The first one for office expense is for the mayor's court to update their software to get it into compliance for state rules and that is for the upgrade and 1 year of maintenance. Educational expenses is for training for myself and some other employees for the payroll software and accounting software. The third item is the NOPEC grant and that money is being expended on the improvements here at city hall in the police dept. Last are appropriations for ARPA funds that we got from the federal government. That is sitting in a grant account, but we have to appropriate the expense of it. In the past we have used those funds to pay for police and fire and the federal government has rules and regulations on what we can expend those funds for. Councilwoman Gee asks on the software update, how much is it for a year of maintenance? Finance Director Fallis replies maintenance is only about \$500-600, but the software costs about \$11,000. Councilwoman Gee asks and this is the only place we can get the software? Law Director Graves replies we use the Baldwin system already, but the city has only paid for the Baldwin Lite version which does not allow us to adequately prepare all the reports that are necessary to be filed with the Ohio Supreme Court. It is an essential piece of software. We really need to upgrade to the full version. President Rosso says aren't getting a new system, we are upgrading the current one to the full version. Councilwoman Gee asks on the ARPA line is that what we had at the end of last year or is that their new check to us? Finance Director Fallis replies that is the money we have in that account as of 1/1/2, it's just the expenses were never appropriated. Law Director Graves says if that money is not appropriated by the end of the year, we have to refund it to the federal government. Councilman Wtulich asks any thoughts on what we are going to use the money for? Mayor Radeff replies it can only be used for certain things. One being

use it instead of your general fund to pay police and fire. Finance Director Fallis quickly goes over the attached January balancing report.

OLD BUSINESS: None.

NEW BUSINESS:

MEETING ADJOURNED: With no further business before this committee,
*Motion by Kovach/Second by Wtulich to adjourn at 7:17 pm. Yeas All.

CLERK OF COMMITTEE AFFIRMATION: This meeting of the City Committee of the City of Sheffield Lake, Ohio was held and conducted under all rules and regulations governing the Sunshine Laws of the State of Ohio as they apply. All meetings are recorded and available in Council's office.

CLERK OF COUNCIL

Brandy Randolph

I, Brandy Randolph, duly appointed Clerk of Committee of Sheffield Lake DO HEREBY CERTIFY that this is a true and exact copy of the minutes of the Finance & Audit of February 20, 2024.

CHAIRMAN

Mark Cizl

COUNCIL PRESIDENT

Rick Rosso