

Draft
Finance Committee Minutes
Tuesday, June 2, 2009

Present: Mayor Auxer, Howard Mills, Tom Martin
Staff: Amy Boyd, Pat Dowell, Frank Welch, Chief Johnson

The meeting was called to order at 9:45 by Mayor Auxer. Mr. Mills made a motion to approve the minutes, as corrected, from the Finance Committee of May 5, 2009, seconded by Mr. Martin. Unanimous.

Visitors: Frank Hill

New Business

- (a) Police Department vehicle purchase- Chief Johnson reported that two of his vehicles have 150,000 plus miles on each vehicle and the time has come to look into purchasing a new vehicle. The grant the PD recently applied for includes a new vehicle. It is not known at this time if and when the grant will be awarded. Motion by H. Mills, second by T. Martin, to move \$15,000 from the Video Lottery Unallocated to the Police Vehicle Reserve Fund with Budget #1. Unanimous
Note: Chief Johnson will wait to see if the grant is awarded before purchasing a new vehicle.
- (b) Wage increase for Streets Supervisor- Kenny Shipley has taken over the duties of the Streets Supervisors in Robert Fraley's absence. The Personnel Committee has recommended an increase of \$2.25 per hour for Mr. Shipley. He will become salaried and therefore will not receive overtime compensation. Motion by H. Mills, second by T. Martin, increase the Streets Supervisor salary in the amount of \$2.25 per hour.
Unanimous
- (c) 5th Police Officer- Chief Johnson reported that between the hours of 4:00 a.m. to 8:00 a.m. the Town does not have an officer on duty and relies on the State and County to cover calls. Pat Dowell reported that there are no funds at this time to cover the cost of an additional officer. Chief Johnson reported that the grant we have applied for includes an additional officer. The Finance Committee asked that the Chief check on the number of calls received during the period in which we don't have coverage. Mayor Auxer reported that this is a response to the public's concern and the Police Committee had recommended this action. The Finance Committee wants to wait to see if the grant is awarded before taking any action on this request. No action.
- (d) Women's Club lease purchase- Mayor Auxer reported that he had been approached by the Women's Club with a request that the Town purchase the 999 year lease of the second floor of the building currently housing the Shepherdstown Public Library for a price of \$5,000. The Women's Club reported they don't have access to the second floor. Frank Hill was present to speak on this matter. He is of the opinion that the asking price is comparable to legal fees that would be incurred if we were evict the Women's Club from the second floor. He has offered to assist, pro bono, the Town in completing this sale. Motion by H. Mills, second by T. Martin, buy back Women's Club lease of

the second floor for the price of \$5,000. Unanimous NOTE: Mayor Auxer will contact the Women's Club to discuss this matter further and therefore this item will be addressed at the July Town Council meeting.

Financial Reporting

- a. Included in packets.

Old Business

- a. Review of financial plan – Mayor Auxer reported the departments are keeping within budget for next year.

Mayor's Report

- a. Financial Statements – distribution method discussed. Mayor Auxer reported that the Town Council wished to discontinue receiving the bulk of the financial statements as they do not read them. P. Dowell provided an e-mail from our auditor stating the necessity to receive certain statements. Discussion ensued on which statements would now be included in the packets. It was agreed that the following statements would be provided: Summarized Balance Sheet, Summarized Budget vs. Actual and Footnotes.

Motion by T. Martin, second by H. Mills, adjourn meeting at 10:41 a.m.