

MINUTES  
City of Geneva  
Council Meeting  
August 8, 2016  
7:00 p.m.

Tim Miller opened the Council Meeting at 7:00 p.m.

Roll Call – Tim Miller, Susan Hagan, David W. Per Due, William Buskirk, and Wm. Lucas McDaniel.

Absent – Philip Cordova and Mario Butera

Pledge of Allegiance to the Flag was said and prayer was offered by Phyllis Dunlap, Clerk of Council.

Motion was made by David W. Per Due to approve the Minutes of the July 25, 2016 Council Meeting, seconded by Wm. Luca McDaniel. Roll call, 5 years. Motion passed.

**Department Presentation** – Finance Department – Traci Welch, Presenting

Ms. Welch has been with the City one year.

The City received a clean opinion from the Auditors for the 2015 Financial Statement. Ms. Welch commended Jennifer Cecil and the staff. Ms. Welch did not begin with the City until September of 2015.

The upgrade of the Financial and Payroll Software is in the implementation stage. Although this software is coming from the same software company it is considered a conversion. There are numerous questions that have to be answered to be sure the system is being set up the way the City needs it to be. The City is testing the system and verifying the responses against the current system. Eventually, the systems will run parallel. Official training and the final installation will begin in the first quarter of 2017.

The target date for customers to be able to pay their utility bills by credit card is September 1. The City is working through the process. A large part of the process is working with SSI to allow customers to see their bills on line as well as pay their utility bills on line and sign-up for e-billing. The second part which will be a few weeks after September 1<sup>st</sup> is the ability to pay their taxes and permits on line.

The City currently has in its possession purchasing cards that we have gotten for the different departments. They are basically a department credit card so that items such as travel can be paid for with the card instead of cutting a check. The City will receive rebates, percentage points back on the purchases and on our payment performance.

The City is on track to have the budget prepared by December. The City hopes to have three readings with the third reading being the first meeting in December. Ms. Welch has already started a preliminary budget utilizing the work done on the Tax Budget.

Mr. Starkey thanked Traci Welch and commended the work her staff did in the interim before Ms. Welch was hired. Ms. Welch was hired and asked to get to work on the budget. Ms. Welch and staff do a wonderful job. Ms. Welch again commended her staff.

Mr. Per Due stated that Traci Welch has done an excellent job.

**Citizens –**

Mr. Miller read a Proclamation for “Drive Sober or Get Pulled Over”

**Items for Consideration of Council – None.**

**City Manager Report -**

Mr. Starkey will be meeting with representative from Eastgate at Cedar Street. This should be a 2019 project. Mr. Starkey will also be meeting with A Lois Steel regarding their expansion plan. Extending the road should help to move the expansion forward.

Only one easement remains for the 534 sewer line project and there is a verbal commitment.

At the August 22<sup>nd</sup> meeting the City will have a WPCLF Application for the JEDD III \$1.4 million loan, 20 years at 1%. Mr. Starkey would prefer Council pass this as an emergency in order to meet the timelines. The draft was not ready for today.

The City will also be looking at the balance funding needed for the salt building to move forward.

Chief Dudik has internally posted the Sergeants position.

Gary Hydinger informed Mr. Starkey that the 1997 pick-up truck failed and at the same time the lift at the Street Department also failed. Council appropriated the funds to replace the lift. The first vehicle to utilize the lift was the 1997 pick-up. The parts were no longer available, nothing could be found. At the end of the day due to employee ingenuity, the truck was able to be repaired and is back on the road.

Mr. Buskirk thanked the City Manager for taking a phone call at 9:30 p.m. the night before regarding some constituent concerns. Mr. Starkey was able to take care of it at 9:30 p.m. on a Sunday.

Mr. Per Due commended Chief Dudik for obtaining the grants to purchase the back-up battery packs for the traffic lights to keep things functioning in a power outage. The power was out for four hours. This was the first major test. All of our new engineering requires the battery packs.

The power outage was caused by a wire shorting out on Myers Road and Route 20.

Discussion regarding what areas of town had power and what areas did not.

**Unfinished Business** – None.

**New Business** –

**Payment of Bills** – None.

**Committee Reports** – None.

**Citizens** –

Ms. Helena Richardson just began at the Geneva Library, Ashtabula County Library System.  
Ms. Richardson introduced herself to Council.

David W. Per Due made a motion to adjourn.

Council meeting adjourned at 7:17 p.m.

Recorded by: Phyllis Dunlap  
Clerk of Council

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President of Council

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Clerk of Council