

**CITY OF WASHINGTON
COURT HOUSE
Finance and Personnel Meeting
January 18, 2022**

The Finance and Personnel Committee met in the City Council Chambers of 105 North Main Street on Monday, January 18, 2022 at 4:00 pm. Mr. Jim Blair, presided and those in attendance were: Mr. Jim Chrisman, Council Member, Mr. Steve Shiltz, Council Member, Mr. Ted Hawk, Council Member, Ms. Kendra Hernandez, Council Member, Mr. Dale Lynch, Council Chairperson, Mr. Joseph Denen, City Manager, Mr. Mark Pitstick, City Attorney and Mrs. Chelsie Baker, Economic Development Director.

1. The Committee benefited from a review of the statement of cash for the month ending in December.
2. The Committee benefited from a review of the investments of the City of Washington Court House.
3. The Administration reviewed the current natural gas aggregation pricing per ccf. The Committee recommended that the discussions continue between the Administration and Buckeye Energy regarding best options for the city. The Committee recommended that the Administration proceed with securing gas rates.
4. The Committee discussed a water utility issue with the Church of Nazarene. The Administration explained that the church had been billed an amount that reflected the use of a larger meter size than what was physically placed at the church. The Administration continued and noted that the difference in the meter size caused an overage with the utility charges on the account. The Committee recommended that the Administration issue a reimbursement check to the Church of Nazarene to correct the billing overage.
5. The Committee discussed the water billing ordinance. The Committee recommended that the water billing ordinance be reviewed by Committee in the future.
6. The Administration advised the Committee that a change had been completed with the distribution of credit card(s) and bill processing.
7. The Committee noted that due to staffing issues within the water department, some areas of the water department processing had been slower than normal. Mr. Denen noted that staffing had been rearranged between departments to accommodate the issue.
8. The Committee noted that interviews continued for the replacement of the position of Director of Finance.

9. The Committee discussed in length the operations of the golf course. The Administration noted the desire to operate the golf course from a group of citizens along with the Community Improvement Corporation. The Committee recommended that permission be granted to the Administration for financial support to the Community Improvement Corporation in the amount not to exceed \$125,000.00 (One Hundred and Twenty-Five Thousand dollars).
10. The Committee benefited from a report of personnel matters given by Mr. Denen. The Committee noted that interviews were being conducted for the Water Plant.
11. The Administration advised the Committee that staffing has been an issue recently due to the Covid virus, but duties were being maintained.
12. The Committee noted that the Human Resource Department is preparing a job description for the position of Income Tax Administrator.

Respectfully Submitted,
Mr. Jim Blair, Chairperson, Finance & Personnel
Mrs. Kelley Ford, Recording Secretary