



FINANCE COMMITTEE - MEETING MINUTES -

SEPTEMBER 18, 2024 @ 6PM

Committee Chairman

Misty Fuller

Committee Members

Maria Mann

Jeffery Rhoades

Michael Hockenberry

City Clerk Treasurer

Clerk Treasurer

Stacey Hosking

Deputy City

Bobbie Jo Muller

Call to Order: 6:00pm

Pledge of Allegiance

Members Present: M. Fuller, M. Hockenberry, J. Rhoades, J. Vicchiariello, BJ Muller, S. Hosking, S. Siegel, C. O'Connell

Public Comment: *(5-minute limit per person).*

Approval of the Minutes: 6/11/2024 - Approved.

Old Business:

- **IT Position** – We are evaluating job descriptions from civil service and the county. HR and Civil Service provided salary information. And a cost analysis is being completed for IT related services across all departments. We would like to see this position budgeted in the 2025 budget.
- **Ambulance Fuel Billing** – Payment was received, \$677 remaining for August billing.
- **NYSIF Audit** - Completed
- **RBT Update** – will be onsite 9/19/2024. We are close to balancing 2023. RBT will be providing an estimate on the NY State filings. Currently we have spent \$9,251 of the allotted \$10,000 for the reconciliation project. Once we receive the estimate, we will be asking the council to approve additional funds to complete the 2023 reconciliation and NY State filings.
- **Tyler Tech Invoice** – Has now been paid. Tyler reduced the original invoice by \$29,000, this was a result of removing several unused modules within the program. We anticipated going onto Tyler payroll in January 2025, but this is under further review as it may be more cost effective to explore outside payroll options such as Paychex or ADP.

New Business:

- **Expense Reports** – YTD were sent to the council to review ahead of time. No questions were asked. Payroll is now all caught up. Revenue items are still lagging.
- **Funding for Christmas decorations** - \$25,000 was approved to be taken from the surplus auction funds.
- **Repair/Replace PD server equipment** – Corporation Council has requested 2 additional quotes which we are in the process of acquiring. Once received this will be brought to vote by the council. The funds for the server replacement can be take from budgeted lines within the current police budget.
- **First Responder Grant Invoice**- This is an invoice for \$1995, this service is utilized to assist in the writing of the AFG grants. We are approving for the chief to pay the invoice from the fire department budget.
- **2025 Budget / Process and Bond** – schedule to be discussed.
- **2023 City Audit** – needs to be scheduled with O’Conner Davies

Executive Session: None

Public Comment: *(5-minute limit per person)* - None

Adjournment: 6:55pm

Next Finance Meeting November 20th, 2024, at 6:00pm, in the Council Chambers